

# Part 61 application for licence recognition under the Trans-Tasman Mutual Recognition Act (for Australian professional pilots only)



## Notes for applicants

For further information on the recognition process please refer the CAA website, [Trans-Tasman Mutual Recognition Act \(TTMRA\)](#).

1. Use a separate form for aeroplane, helicopter or balloon licence.
2. A completed fit and proper person form ([24FPP](#) or [24FPPDEC](#)) is required with this application. Refer to the CAA website for guidance on the appropriate form to be used. Relevant information is available at [www.afp.gov.au](http://www.afp.gov.au).
3. Applicants must provide a physical address for service in New Zealand.
4. Aviation English Language Proficiency Assessment Credit – mandatory after 5 March 2008. Refer to the CAA website, [How to be a pilot](#) and [AC61-1](#), for further information.
5. **CASA** require a formal application on their **Form 452** for verification of a CASA licence. Applicants must meet this CASA requirement prior to application. Refer to CASA website, [CASA forms online](#), for further information.

## Fees

Fees (including GST)

ATPL/CPL NZ	\$230.00
Instructor NZ	\$131.00
Instrument rating NZ (not required if applying for ATPL)	\$131.00
Aircraft type ratings NZ	\$131.00

Pay online at <https://sec.caa.govt.nz/onlinepayment> and provide a copy of your receipt with this application.

Note:

- No fee is required for aircraft type rating(s) if combined with another chargeable rating at the same time.
- Applications will not be processed unless the full fees are paid and copy of receipt provided.

Submit your complete application to [lic.applications@caa.govt.nz](mailto:lic.applications@caa.govt.nz), or post to Civil Aviation Authority, PO Box 3555, Wellington 6140, New Zealand.

Allow a minimum of 10 working days from date of receipt for processing application – on proviso that applicant has completed CASA Licence verification requirements.

## 1. Personal details

CAA participant number (if known)		Date of birth (dd/mm/yyyy)	
Title (Mr/Mrs/Ms/Miss)		Last name	
Given name/s			
Country of birth		Nationality	
Phone		Mobile	
Email			
Address for service <i>The Civil Aviation Act, s73, requires applicants to provide an <b>address for service in New Zealand</b> (ie, a physical address) and to promptly notify the Director of any changes.</i>		Postal address (if different from address for service)	

## 2. License to be registered

Tick the appropriate boxes	Australian Licence Number (ARN)					
	Aeroplane	<input type="checkbox"/>	Helicopter	<input type="checkbox"/>	Balloon	<input type="checkbox"/>
	Commercial Pilot (CPL)	<input type="checkbox"/>	Airline Transport Pilot (ATPL)	<input type="checkbox"/>		

## 3. Australian ratings held

Tick the appropriate boxes	Instrument rating	<input type="checkbox"/>	Instrument expiry date			
	Instructor Grade 1	<input type="checkbox"/>	Instructor Grade 2	<input type="checkbox"/>	Instructor Grade 3	<input type="checkbox"/>
			Instructor expiry date			
	Aircraft type (CASA command type ratings only)	<input type="checkbox"/>	Specify			

## 4. NZ ratings required

Tick the appropriate boxes	Instrument rating	<input type="checkbox"/>				
	Instructor Cat A (requires CAA flight test application Form 24061-03)	<input type="checkbox"/>	Instructor Cat B	<input type="checkbox"/>	Instructor Cat C	<input type="checkbox"/>
	Aircraft type (CASA unrestricted command type ratings only)	<input type="checkbox"/>	Specify			

## 5. Documentation

<i>Certified copies of all the following items must be provided with this application.</i>	Current CASA Licence	<input type="checkbox"/>	Evidence of licence and rating currency	<input type="checkbox"/>
	Current CASA Medical Certificate or current NZ Class 1 plus any documents relating to restrictions	<input type="checkbox"/>	Evidence of aircraft type rating(s)	<input type="checkbox"/>
	Flight experience summary (complete page 4 of this application)	<input type="checkbox"/>	Personal identification (Australian passport or driver's licence)	<input type="checkbox"/>
	Evidence of Aviation English Language Proficiency Assessment Credit (refer page 1 – note for applicants No.4)			<input type="checkbox"/>
	Evidence of individual navigation aids (GNSS, ILS, VOR, NDB) assessed by a flight examiner			<input type="checkbox"/>

## 6. Declaration

<p><i>The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under sections 107 and 362 of the Civil Aviation Act 2023 and is subject, in the case of an individual, to imprisonment for a term not exceeding 12 months or to a fine not exceeding \$30,000, or both.</i></p>	<p><b>I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.</b></p>	
	<p>Consent to disclosure &amp; collection</p> <p>I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge &amp; compliance with transport safety regulatory requirements.</p> <p>I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act 2023, or other such purpose permitted by law.</p>	
	<p>Applicant's signature</p>	<p>Date</p>

## 7. Applicant's checklist

<p><i>Ensure all documents are provided.</i></p>	1. Completed fit and proper person form (24FPP or 24FPPDEC)	<input type="checkbox"/>
	2. Proof of payment – for fee(s)	<input type="checkbox"/>
	3. Certified copies of all documents required in section 5	<input type="checkbox"/>
	4. Completed flight experience summary – section 8 <i>(if applicable – see page 4)</i>	<input type="checkbox"/>
	5. CASA Licence verification process completed – CASA Form 452 Payment Advise – Flight Crew Licence Report – <i>(refer page 1, notes for applicants, No.5)</i>	<input type="checkbox"/>
<p><b><i>Applications which are incomplete or lacking any required documents will be returned</i></b></p>		

**8. Flight experience summary – complete as applicable and return with application form**

Flight time (all fields required to be completed)	Aeroplane	Helicopter
Grand total (CPL 200A 150H) (ATPL 1500A 1000H)		
Total pilot in command (CPL 100A 35H) (ATPL 250 A&H)		
Total instrument (including simulator) (CPL 10A)		
Instrument flight time (CPL 5A) (ATPL requires IR A or H)		
Cross country navigation (>25 nm) [CPL 30A 20H] [ATPL 100 A or H]		
Mountainous terrain (CPL 10 A&H) (Needs to meet syllabus AC61-5)		
Sling load (10 total, 7 dual)	Total:	Dual:
Night flight (ATPL 100A 50H)		

**Instrument rating (required for IR issue)**

Navigation aids (ADF, VOR, GNSS, ILS)	<b>You must attach a copy</b> of the logbook entry or flight test report which shows competence in the particular approach aid has been demonstrated to a flight examiner (in accordance with CASA guidelines “limitations on using instrument approach aid procedures”)
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**Instructor rating**

Giving flight instruction – total		
Giving instruction in cross country navigation		
Giving instruction in night flying		
Giving instruction in night cross country		
Giving instruction in multi-engine aircraft		
Giving instruction in spinning/aerobatics		

**Balloon**

Grand Total (50)	
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**Glider**

Grand total (150)	
Pilot in command (75)	
Cross country navigation (20)	
Launches (50)	
Instrument flight (5)	

**Aircraft type ratings**

**Single pilot certificated aircraft**, on the New Zealand civil aircraft register may be endorsed on a New Zealand licence provided the type is endorsed on the CASA licence or the applicant produces logbook evidence of having completed at least five hours as pilot in command on type (attach photocopy if applicable).

**For multi-crew aircraft that do not appear on the CASA licence**, evidence the applicant has completed 500 hours pilot in command or 1000 hours as first officer on the type is acceptable to the Director (attach certified logbook totals if applicable).

Certified true and correct		Date	
Print name		ARN	