Australian Maritime College
An institute of the University of Tasmania
Office of Maritime Communications (OMC)
Locked Bag 1394, Launceston, Tasmania. 7250
Telephone 1300365 262, www.amcom.amc.edu.au

Application for AUTHORISATION as an INVIGILATOR for Marine Examinations

OMC007 (May 11)

Instructions for Completion

This form allows interested persons to apply to be an OMC invigilator for the following examinations:

- Marine Radio Operators Certificate of Proficiency (MROCP)
- Marine Radio Operators VHF Certificate of Proficiency (MROVCP)

If the special requirements are met, it also covers Marine Satellite Communications Certificate of Endorsement (MSCCE see reverse of form).

☐ Re-application ☐ New Application ☐ Update of Details

A—Applicant Details (block Letters)

Surnames:

Given names:

Mr.: Ms: Other:

Date of Birth:

Residential Address:

State: Postcode:

Postal Address (for examinations and books):

State: Postcode:

Home: ( )

Work: ( )

Mobile:

Facsimile:

Email:

E—Publication Permission

Publication Details (please Tick Box)

In accordance with the *Privacy Act 1988*

I **permit** the AMC to publish my contact details on the OMC web site, or ☐

I **DO NOT permit** the AMC to publish my contact details on the OMC web site. ☐

B—Applicant Agreement to abide by the Invigilator Guidelines issued by the Office of Maritime Communications (refer www.amcom.amc.edu.au—Invigilator Information)

I agree to abide by the Office of Maritime Communications Invigilator Guidelines.

Signature of Applicant:
Date:

C—Details of Organisation Nominating Invigilator

Parts C and D to be completed when applicant is nominated by an organisation to invigilate at examinations conducted by that organisation. Name of Organisation:

Postal address:

State: Postcode:

D—Details of Official Approving Nomination

Surname:

Given Names:

Position or title within Organisation

Work Number: ( )

Sign: Date:

NOTE: Authorisation period will expire: 30 June 2014

OMC Office use only

Date received:

Receipt number (if applicable):

Authorised:

Date Dispatched:

Please complete and return this form to:

Office of Maritime Communications
Australian Maritime College
Locked Bag 1394
Launceston Tasmania 7250

F— Please give an indication of the reason why you are applying to be an invigilator

H—Photograph

To complete our records would you please provide a coloured passport size photo with your name clearly printed on the back.

I— Identification

All invigilators will be issued with an A4 Certificate of Authorising Invigilator status.

Optional Identification
Optional Identification is available in the form of a plastic ID card with the invigilators photo included. A fee of $10.00 (incl GST) is applicable and may be paid by credit card, cheque or money order. Late payment will be subject to published charges at date of payment.

J—Payment Details (optional payable on application)

Forms with card details can be dispatched via post and faxed but <u>not</u> via email as it is considered to be unsecure.

I enclose my cheque/money order for $……..….
Payable to **University of Tasmania** or charge my:

Visa Mastercard Card Number :-

Cardholder's name

Signature of cardholder Date

Expiry Date — —/— —

— — —/— — — —/— — — —/— — — —

G—SATCOM Endorsement (MSCCE)

Part F to be completed only when applicant is seeking authorisation to invigilate SATCOM Endorsement examinations.

If authorisation as an invigilator for the Marine Satellite Communications (SATCOM) Endorsement is required, please complete this section. Authorisation for the SATCOM Endorsement will only be granted to invigilators where their organisation agrees to provide training utilising:

1. at least one fully operational Inmarsat-C terminal and at least one personal computer with Inmarsat-C software; and
2. Instruction by a person holding a GMDSS Operators Certificate of Proficiency (1st class Radio Electronics, 2nd Class Radio Electronic or General Operators).

A copy of your **current GMDSS** certificate is required to accompany this application.

Yes, additional authorisation for the SATCOM Endorsement is requested. We agree to conditions (A) and (B) above.

Signature of Applicant Date

Signature of Organisation Official Date