



- ✓ Use this form to apply for a restricted pilot, unrestricted pilot or check pilot licence or renewal. You are able to apply for multiple licence types within one form.
- ✓ A valid [Certificate of Medical Fitness \(AMSA Form 303\)](#) is required for all licences.
- ✓ Please supply the required additional documents for your licence type with this application. See section – Submit this form.

**Download and save this form before you begin**

Please download and save this form. You will need to complete it within Adobe Acrobat. If you complete it within a browser you may lose your information.

1 Pilot details

Seafarer ID	Date of birth	Title				
	/ /	Captain	Mr	Mrs	Ms	Miss
	Day Month Year					
Family name (exactly as listed on ID)		Given name(s) (exactly as listed on ID)				
Country of birth		Nationality				
Email		Phone				
Permanent Address						
Street		Suburb				
State		Postcode				
Delivery Address (if different to above)						
Street		Suburb				
State		Postcode				

2 Coastal pilot licence details

Applying for:**New licence****Renewal** (please provide existing licence details below):

Existing licence number

Existing licence expiry date

/ /

Day Month Year

Select all that apply:**Licence type**

Restricted
Unrestricted
Check Pilot

Coastal pilotage area(s)

Hydrographers Passage
Inner Route
Great North East Channel
Whitsundays Anchorage
Whitsundays Transit

3 Required documents

Please review the required documents for your application. Ensure an image of your signature, a recent photo and all required documents for your licence and application type are attached to your application email.

Renewal of all licence types: Please ensure you use the renewals checklist, rather than the new licence application checklists.

All applications and renewals – Required documents

All applications and renewals	An image file of my signature (for help see signature requirements on last page)
	A recent photo which meets the photo requirements (see photo requirements on last page)

Renewals – Required documents

Renewals All licence types	Requirements as listed in Marine Order 54 (right click on link to open in a new window)
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New licence applications – Required documents

Restricted Pilot	An AMSA issued certificate of competency/recognition as Master (at least 3000GT) or RAN equivalent
	or Approved alternative pathway program and associated qualification document

Proof of completed:

- Training program
- Written exam
- Fatigue management course
- Check pilot voyage assessment
- Bridge resource management course
- Approved coastal pilotage training course
- Certificate of Medical Fitness

For licence in the Great North East Channel pilotage area and inner route pilotage area:
UKCM competency assessment

Unrestricted Pilot	Proof of completed:
	Check voyage (For Inner Route & GNEC on a ship with a draught over 11m or more)
	Required number of transits
	Certificate of Medical Fitness

Pilot – Whitsundays	A current unrestricted licence in Inner Route or Hydrographers Passage
	Proof of completed: 2 transits of Whitsunday pilotage area in any capacity in the last 2 years

Pilot – Whitsundays Anchoring passenger ships in cruise ship anchorages	Proof of completed:
	Approved training program

Check Pilot	A current unrestricted pilot licence in the pilotage area
	A letter of support from current employer
	Proof of completed:
	Check pilot specific training course
	Human factors training course
	Mentor training
	A psychometric assessment approved by AMSA
	An oral exam approved by AMSA
	Required number of transits in the pilotage area while holding unrestricted pilot licence
	Coastal pilot proficiency check (CPPC) within the last 2 years

4 Payment

Please follow the steps below to make your payment, note the payment reference number, then return to this form to continue filling it out.

Step 1:

To complete your payment, scan the QR code or right click on the payment link below to open it in a new window:

[AMSA payment gateway](#)



Be sure to copy the payment reference number, its required in step 2.

Step 2:

Enter your 12 digit payment reference number:

E.g.: 1234 1234 1234

This is also listed on your payment receipt email from AMSA.

5 Declaration

I have completed payment via the payment link above and noted my payment reference number in the box provided.

I have an image file of my signature, a recent photo and all the required documents for my licence type and will ensure each item is attached to my application email.

I have a valid Certificate of Medical Fitness (AMSA Form 303). Expiry:

/ /
Day Month Year

To the best of my knowledge the information provided by me in this application, and any attachments I have included with this application, are true and correct.

I understand that giving false or misleading information is a serious offence under section 137.1 of the Criminal Code Act 1995. Aiding, abetting, counselling or procuring a person to submit false or misleading information is also an offence.

6 Submit this form

1. Save a completed version of this form.
2. Attach it to an email, along with all required documents detailed in section 3.
3. Email this MSEC-CP@amsa.gov.au

NOTE: Submitting this form DOES NOT automatically entitle the applicant to receive a Coastal Pilots Licence.

Note: Your personal information is being collected to deliver AMSA's functions under the Australian Maritime Safety Authority Act 1990, the Navigation Act 2012 and/or the Marine Safety (Domestic Commercial Vessel) National Law Act 2012. Failure to provide personal information may mean we cannot provide a service to you. More details about how we handle your personal information can be found in AMSA's Privacy Policy (visit www.amsa.gov.au/privacy).

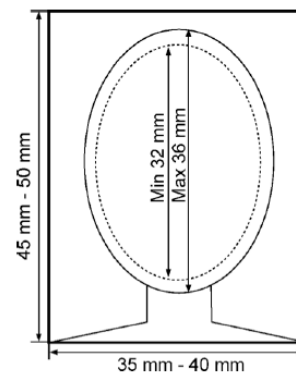
Conditions and more information

Photo requirements

The photo of you must meet the same requirements as a passport photo. You can have these taken at any store offering passport photos.

If you choose to take the photo yourself, this is what we require:

- A good quality colour print, on glossy photo page, with no ink or marks on the image.
- No retouching of any kind (including removal of background, moles, wrinkles or scars).
- Clear, focused image with no marks or 'red eye'.
- Plain white or light grey background that contrasts with your face.
- Uniform lighting (no shadows or reflections), with appropriate brightness and contrast to show natural skin tone.
- Face centered and looking at the camera straight on; not tilted in any direction.
- Hair off your face, so that the edges of your face are visible.
- Eyes open, mouth closed.
- Neutral expression (not smiling, laughing or frowning).
- Photos have to be 35mm to 40mm wide and 45mm to 50mm high.
- The size of the face from chin to crown can be up to a maximum of 36mm, with a minimum of 32mm (see diagram).



Signature requirements and instructions

Your coastal pilot licence includes your signature. If you don't already have an image file with your signature, it is easy to create one.

Draw

Draw your signature with black pen on a white A4 piece of paper. Aim to fill 1/4 - 1/2 of the page.

Scan

If you have access to a scanner, scan the page and save it on your computer in a common image format such as .jpg, or .png.

OR

Take a photo

If you don't have access to a scanner, use the camera on your phone to take a picture of the page. Ensure the photo is clear, well lit and doesn't have any shadows. Make sure your whole signature is captured in the photo.