

# Application for issue/revalidation/ renewal of (Student) Air Traffic Controller (ATCO) licence, ratings and endorsements

According to the requirements to Regulation (EU)  
2015/340. GM1.ATCO.AR.D.001(a)

## Part A: Applicant's details

Name		Date of birth (dd/mm/yyyy)
Permanent address		
Postal code	City	
Tel/mobile number	E-mail address	
(Student) ATCO Licence details (if applicable)		
Licence serial No		
Employer's details (if applicable)		

## Part B: Application for (Tick the relevant boxes)

<input type="checkbox"/> Issue of Student ATCO Licence, rating(s) and rating endorsement (Part C, E and F of this form) <input type="checkbox"/> Issue of ATCO Licence, rating(s) and rating endorsement (Part C, E and F of this form) <input type="checkbox"/> Revalidation of ATCO Licence rating, endorsement (Part C, D, E and F of this form) <input type="checkbox"/> Renewal of ATCO Licence rating, endorsement (Part C, D, E and F of this form)
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## Part C: Rating/Rating endorsement/ATC unit/Sector/Working position

	Unit	Sector	Working position			
<input type="checkbox"/> ADI				<input type="checkbox"/> TWR	<input type="checkbox"/> GMS	<input type="checkbox"/> RAD
<input type="checkbox"/> APS				<input type="checkbox"/> PAR	<input type="checkbox"/> SRA	<input type="checkbox"/> TCL
<input type="checkbox"/> ACS				<input type="checkbox"/> TCL		
<input type="checkbox"/> ACP						
<input type="checkbox"/> APP						

Other endorsements	
<input type="checkbox"/> OJTI	<input type="checkbox"/> STDI <input type="checkbox"/> Assessor
<b>Declaration;</b> I certify that the applicant comply with all necessary requirements indicated for the endorsement.	
Date (dd/mm/yyyy)	Name, Manager operations/C ATS
Signature, Manager operations/C ATS	

Personal data stated in relation to the application will be handled in accordance with the Personal Data Act. For more information, visit the Swedish Transport Agency's web site.

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## Part D: Unit endorsement revalidation/renewal

The applicant meets the requirement according to Regulation (EU) 2015/340 and to the unit

The unit/licence endorsement annotated below are revalidated/renewed\* (delete as appropriate).

Based on this, **REVALIDATION/RENEWAL** can be done as listed below.

Unit endorsement	Valid until

I certify that the data is complete and true

Authorised assessor and licence number	Name
Signature	
<input type="checkbox"/> Certificate by ATC provider proving that the licence holder has fulfilled the requirements in accordance with the approved unit competence scheme (if part D is filled in)	

## Part E: Declaration

I hereby

- 1 apply for the issue/revalidation/renewal of (Student) ACTO Licence, rating and/or endorsement as indicated;
- 2 confirm that the information contained herein is correct at the time of the application;
- 3 confirm that I am not holding any (Student) ATCO Licence issued in another Member State;
- 4 confirm that I have not applied for any (Student) Licence in another Member State; and
- 5 confirm that I have never held a (Student) ATCO Licence issued in another Member State which has been revoked or suspended in any other Member State.

I understand that any incorrect information provided herein could prohibit me from holding a (Student) ATCO Licence.

Date (dd/mm/yyyy)	Name
Signature	

## Part F: Certificates/Documents

Please enclose all relevant certificate and/or documents and fill in the boxes

1. Copy of relevant training certificate/documents proving the successful completion of
- a. Initial training
  - b. Rating training
  - c. Unit training
  - d. Practical instructor training
  - e. Assessor training
  - f. Refresher training
2. Copy, other documentation

According to the Swedish Aviation Ordinance, the Civil Aviation Authority shall keep a licence register. Your personal information given in this form will be entered into the register. You are entitled to receive an extract with your personal information from the register once every calendar year upon request.

Send application as a pdf file to [certifikat.w3d3@transportstyrelsen.se](mailto:certifikat.w3d3@transportstyrelsen.se) or mail it to:  
Transportstyrelsen, 601 73 Norrköping

# Instruction for completing application for issue/revalidation/renewal of (Student) Air Traffic Controller (ATCO) licence, ratings and endorsements

## A. Applicant's details

Please enter complete information

## B. Application for

Please tick relevant boxes

Issue = the first issue/Sign by applicant

- student ATCO licence,
- ATCO licence,
- ratings,
- rating endorsements,
- unit endorsements

Revalidation = Assessor fills in and sign

- valid ratings,
- valid rating endorsements,
- valid unit endorsements

Renewal = Assessor fills in and sign

- lapsed ratings,
- lapsed ratings endorsements,
- lapsed unit endorsements

## C. Rating/rating endorsement/ATC unit/sector/working position

Please tick relevant boxes for rating and/or rating endorsement. If applicable, enter information about unit and sector/position.

### Other endorsement (OJTI, STDI, Assessor)

Please tick relevant boxes for license endorsement.

*Note! It is only the Manager operations/C ATS who is allowed to certify the applicant's experience.*

## D. Unit endorsement revalidation/renewal

This field shall only be used when the assessor transfer the revalidation/renewal of unit endorsements to the licence.

## E. Declaration

Only the applicant may sign this declaration.

## F. Certificates/Documents

Please tick relevant boxes and include documents necessary.