



CIVIL AVIATION AUTHORITY OF MALAYSIA
APPLICATION FOR AIR TRAFFIC CONTROLLER LICENCE

1. PERSONAL PARTICULARS OF APPLICANT			
Name		<i>Photo</i> To submit three (3) copies of latest colour photo (I/C size) with office attire. (Attach separately into an envelope)	
I/C No.			
Age			
Date of Birth			
Place of Birth			
Permanent Address			
Office Address			
E-mail		Mobile No.	
<i>(Please ensure that a Certified True Copy of IC (MyKad / MyTentera) is attached)</i>			
2. MEDICAL ASSESSMENT INFORMATION			
Date of Assessment			
Name of Medical Examiner			
Illness (if any)			
<i>(Original copy or a Certified True Copy of Class 3 Medical Certificate is attached)</i>			
3. APPOINTMENT / DESIGNATION			
Date of First Appointment into The Service			
Grade / Position			
Date of Appointment / Promotion to Present Post			
Confirmation Date of Present Post			

4. AIR TRAFFIC CONTROL (ATC) COURSE(S) ORGANISED BY APPROVED TRAINING ORGANISATION (ATO)			
COURSE	DATE / DURATION	NAME OF ATO	TRAINING VENUE
Primary ATC			
Aerodrome Control			
Approach Control Procedural			
Area Control Procedural			
Area Control Surveillance			
Approach Control Surveillance			
<i>(Please ensure that Certified True Copy of the above course's certificate(s) is attached)</i>			
5. RATING QUALIFIED			
RATING	DATE / DURATION OF TRAINING	OJT CENTRE	ATC EXAMINERS
Aerodrome Control			
Approach Control Procedural			
Area Control Procedural			
Area Control Surveillance			
Approach Control Surveillance			
<i>(Please ensure that Forms CAAM/ANS/EXM 01 and CAAM/ANS/EXM 02 are attached)</i>			
6. DECLARATION			
<p>I hereby certify that all particulars given on this form are correct. I have also checked that all the required documents are attached. I shall notify ANS if I do not receive return of my submitted document after 14 working days of submission.</p> <p>Signature of Applicant: _____ Date: _____</p>			

7. CONFIRMATION BY THE HEAD OF UNIT / DIVISION / SERVICE

I **support / do not support** this application.

Comments (If any): _____

Signature: _____

Name: _____

Position: _____ Date: _____

8. FOR ENTRY BY AIR NAVIGATION SERVICES STANDARDS AND AERODROME DIVISION ONLY**8.1. Verification of Information and Documents**

- a) Application is certified complete and proper.
 Application incomplete (Specify): _____

b) ICAO Language Proficiency Requirements (LPR) Achievement:

Date of ICAO LPRT	ICAO LPR Level	ICAO LPR Expiry

c) Class 3 Medical Assessment:

Date of Class 3 Medical Assessment	Medical Expiry

d) ATC Licence Detail:

Date of Licence Issuance	Licence Expiry	ATC Licence Number
		ATC/L

e) Certification by ATC Personnel Licensing Officer:

Name: _____

Position: _____

8.2. Air Traffic Controller Licence

Application meets / does not meet requisite criteria for the issuance of an Air Traffic Controller Licence.

Remarks (if any): _____

Signature: _____

Name: _____ Date: _____

8.3. Database Update:

Database has been updated on: _____

Signature: _____

Name: _____

APPLICATION OF AIR TRAFFIC CONTROLLER LICENCE: EXPLANATION NOTES AND CHECKLIST

This Form CAAM/ANSA/LIC 01 is used for the Applications for an Air Traffic Controller Licence as follows:

No	Checklist	Please ✓
1	Covering letter from the Head of ATS Provider.	
2	Completed form of CAAM/BPUA/LIC 01	
3	Three (3) copies of coloured photograph (i.c. size)	
4	Forms CAAM/BPUA/EXM01 and CAAM/BPUA/EXM02	
5	Certified true copy of identity card (IC)	
6	Certified true copies of basic induction / primary air traffic control course and relevant ATC examination certificates	
7	Current Class 3 Medical Certificate	
8	A copy of receipt for application fee (not applicable for CAAM's applicant)	

Note: ELP certificate will be issued by the CAAM together with the issuance of the licence.