

1 Explanation

1.1 Use this form for the application of the (first) issue of a flight information service officer or aeronautical station operator licence or revalidation, renewal of rating(s) endorsement or the re-issue of a licence document.

1.2 A fixed fee will be charged for processing the applications listed under 1.1. You will receive an invoice for the fee owed. If payment is made by means of crediting a Kiwa Register account, then the holder of the current account must complete and sign section 7 of this form.

1.3 Please send the application to Kiwa Register at the address given above.

1.4 After your application has been correctly submitted and paid in full, processing will take approximately 15 working days to complete.

1.5 Incomplete or incorrectly completed forms (including not submitting the required documents) will not be processed.

1.6 For additional information please visit our website: www.kiwaregister.nl.

2 Particulars of applicant

2.1 Name	
2.2 Given name(s)	
2.3 Licence number (i.a.)	
2.4 Date of birth	
2.5 Nationality	
2.6 Address of applicant	
2.7 Postal code and place of residence	
2.8 Correspondence address	
2.9 Postal code and place of residence	
2.10 Telephone number	
2.11 E-mail address	

3 Application type

- | | |
|--|---------------------------|
| <input type="checkbox"/> Issue of a FISO licence, rating(s) and rating endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Issue of an ASO licence and rating(s) | (continue from section 4) |
| <input type="checkbox"/> Issue of a licence endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Language proficiency endorsement | (continue from section 4) |
| <input type="checkbox"/> Revalidation of a FISO licence, rating(s) and rating endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Revalidation of an ASO licence and rating(s) | (continue from section 4) |
| <input type="checkbox"/> Revalidation of a licence endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Renewal of a FISO licence, rating(s) and rating endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Renewal of an ASO licence and rating(s) | (continue from section 4) |
| <input type="checkbox"/> Renewal of a licence endorsement(s) | (continue from section 4) |
| <input type="checkbox"/> Re-issue of a licence document (following loss or theft) | (continue from section 6) |

4 Rating/Rating endorsement/Licence endorsement(s)

Rating	Rating endorsement	Unit	Sector	Working position
<input type="checkbox"/> ADR				
<input type="checkbox"/> AER	<input type="checkbox"/> RAD			
<input type="checkbox"/> CLD			Not applicable	Not applicable
<input type="checkbox"/> DIS			Not applicable	Not applicable
<input type="checkbox"/> OFS			Not applicable	Not applicable
<input type="checkbox"/> TOW			Not applicable	Not applicable

4 Rating/Rating endorsement/Licence endorsement(s)

Licence endorsement(s)			
<input type="checkbox"/> OJTI	<input type="checkbox"/> STDI	<input type="checkbox"/> Assessor	Language proficiency endorsement (LPE)
			<input type="checkbox"/> Level 4
			<input type="checkbox"/> Level 5
			<input type="checkbox"/> Level 6

5 Certificates/Documents

In order to assess your application, Kiwa Register requires you to attach the following documents (if relevant) to the application form. Select the documents that accompany your application.	
5.1 Issue of a licence	<input type="checkbox"/> Copy of medical certificate (only for the issue of a FISO license) <input type="checkbox"/> Copy of passport or identity card <input type="checkbox"/> Copy of a valid ATCO, FISO or military licence in case article 22 or 22a of the "Besluit bewijzen van bevoegdheid voor de luchtvaart" is applicable <input type="checkbox"/> Copy of relevant training certificate/documents proving the successful completion of: <ul style="list-style-type: none"> <input type="checkbox"/> Basic training <input type="checkbox"/> Rating training <input type="checkbox"/> Unit training <input type="checkbox"/> Practical instructor training <input type="checkbox"/> Assessor training <input type="checkbox"/> Copy of language proficiency certificate
5.2 The issue of a language proficiency endorsement LPE	<input type="checkbox"/> Copy of language proficiency certificate
5.3 Revalidation of an unit endorsement	<input type="checkbox"/> Copy of the ASO/FISO unit endorsement revalidation form <input type="checkbox"/> Copy of the competence assessment form
5.4 Revalidation of an OJTI/STDI/ Assessor licence endorsement	<input type="checkbox"/> Copy of refresher training certificate/document proving the successful completion of the training
5.5 Renewal of a unit endorsement	<input type="checkbox"/> Copy of an assessment form of training undertaken in accordance with article 4 of the "Regeling opleiding en handhaving vakbekwaamheid bedieners van luchtvaartstations en vluchtinformatieverstrekkers".
5.6 Renewal of an OJTI/STDI/Assessor licence endorsement	<input type="checkbox"/> Copy of refresher training certificate/document proving the successful completion of the training <input type="checkbox"/> Copy of the competence assessment form

6 Payment and correspondence

Fixed fees are charged for processing applications and issuing FISO/ASO licences. The respective amounts are listed at www.kiwaregister.nl .	
6.1 Payment method	<input type="checkbox"/> Pay by invoice <input type="checkbox"/> Current account of the training organisation (fill in sections 7.4 and 7.5 on this form)
6.2 Correspondence	<input type="checkbox"/> Correspondence related to this application can be sent to the postal address of the training organisation (fill in sections 7.4 and 7.5 on this form)

7.1 Declaration	<p>I hereby:</p> <ol style="list-style-type: none">1. apply for the issue/revalidation/renewal of FISO/ASO licence, ratings and/or endorsements as indicated;2. confirm that the information contained herein is correct at the time of the application. <p>I am aware that any incorrect information in or accompanying the application form can result in rejection of the application.</p>
7.2 Location and date	
7.3 Applicant's signature	
7.4 Signature of contact at the FISO training organisation (not applicable for ASO training)	<p><input type="checkbox"/> I hereby declare as an employer that my candidate has authorized me to apply for this document on his/her behalf and do everything necessary to issue this document to my employer.</p>
7.5 Stamp of the training organisation (not applicable for ASO training)	