

Application for Authorisation as an Invigilator

Applicant Details (Part A)

Mr Mrs Ms Miss Other _____

Surname: _____

Given Names: _____

Date of Birth: _____

Mobile Phone: _____

Email: _____

Postal Address: _____

State: _____ Postcode: _____

Marine Qualification held: _____

Please provide details and/or supply copy of your Working with Children Card

Permit no: _____

Valid until: _____

Agreement (Part B)

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

Signature of Applicant

Date: _____

Nominating Organisation (Part C)

Name: _____

Postal Address: _____

State: _____ Postcode: _____

Nomination Approval (Part D)

Given Names: _____

Surname: _____

Title/Position: _____

Work Number: _____

Date: _____

Privacy Information: The University of Tasmania, trading as the Australian Maritime College (AMC), under an agreement with the Australian Communications and Media Authority (ACMA), collects, stores, uses and discloses your personal information as outlined in the following policies:

The University of Tasmania Privacy Statements www.utas.edu.au/privacy

The ACMA privacy policy www.acma.gov.au/privacypolicy.

Release of Information: In accordance with the Privacy Act, if you require your contact details to be published on the AMC website you must give permission. Please indicate with a mark your response:

Yes No

Australian Maritime College

Locked Bag 1394, Launceston TAS 7250

Phone: 1300 365 262

Email: amcom@amc.edu.au

Web: www.amc.edu.au/industry/omc

NOTE: After a three-year period, authorisation for all invigilators will expire: 30 June 2026.

Applications to re-apply will be sent to all active invigilators prior to expiry.

Please make sure your contact details are current.

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

(Part E) Please attach references, identification or certificates.

Invigilator Authorisation (Part F)

Photograph (Part G)

All invigilators will be issued an authorisation letter containing an embedded identification card.

There is no fee for this application.

Please email one current, colour passport-size photograph (preferably .jpg) of yourself (no hats, sunglasses or other obstructions).

Email: amcom@amc.edu.au

If you are unable to email your photo, please post a hard copy to the address below.

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Marine Satellite Endorsement (MSCE or SATCOM) (Part H)

Do not complete this section if you do not fulfil the requirements.

To be completed only when the applicant is seeking authorisation to invigilate MSCE examinations.

Authorisation for the MSCE will only be granted to invigilators/trainers where their organisation agrees to provide training utilising:

1. At least one fully operational Inmarsat-C terminal (or simulation of) and at least one personal computer with Inmarsat-C software; and
2. Instruction by a person holding an equivalent or higher qualification, at least an SROCP with an MSCE or a current GMDSS Operators Certificate of Proficiency (1st class Radio Electronics, 2nd Class Radio Electronic or General Operators). Please supply a copy with this application.

Yes, additional authorisation for the MSCE is requested. We agree to conditions (1) and (2) above.

Signature of Applicant:

Date:

Signature of Organisation Official:

Date:

Title/Position: _____