

Australian Maritime College Office of Maritime Communications (OMC) Examination Lodgement Form

A signed **Observation Checklist (OCL)** for each candidate must be returned with the examination. Invigilator, please complete the tick sheet below, sign and date the form.

Please note: If this form is not completed correctly, the candidate's papers will not be processed until the form is completed. Forms and OCL are available for printing at:

<http://www.amc.edu.au/industry/omc/invigilator-information>.

Details of applicants and exam papers are enclosed:

	NAME (Please list all applicants)	LROCP	SROCP	MSCE (SATCOM)	Practical Assessment enclosed	Application Form enclosed	Photo signed and enclosed	Payment by Candidate	Paid by Invigilator or Organisation
1.									
2.									
3.									
4.									
5.									
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17.									
18.									
19.									
20.									

I certify that the candidates listed above (in accordance with the current Invigilator Guidelines) have:

1. Satisfactorily completed a practical assessment.
2. Completed an OMC written examination.
3. That there is no conflict of interest (i.e. relative sitting examination).

Signed: _____ **Date:** _____

Name: _____ **Organisation:** _____

Fees

Credit Card Payment – Current fees are published and payable on our website:
<https://www.amc.edu.au/industry/omc/omc-fees-and-payment>

Once payment is made, please provide WRO: _____

If an invoice is required, please give details:

Invoice to: _____

Email to: _____ Order number: _____

For: _____ Students as listed/indicated on front page. Attn: _____

Direct Debit

Commonwealth Bank – Sandy Bay

University of Tasmania ABN 30 764 374 782

BSB: 067 102 Account: 00050350

Email deposit information to: Remittance.Advice@utas.edu.au and amcom@amc.edu.au

Please list any general comments you wish to make and any problems that occurred whilst invigilating the exam:

Attach a further sheet if necessary.

I wish to advise the Office of Maritime Communications of the following changes to my contact details:

The invigilator who requested the issue of the exam package is responsible for its return within one month of the original issue date. If you were not the invigilator who requested the exam package, please list the requesting invigilator/s so that the return can be receipted against the appropriate person.

All Exams must be returned to:

Via Australia Post:

Australian Maritime College

Locked Bag 1394

LAUNCESTON TAS 7250

Phone 1300 365 262 or 03 6324 9869

Email amcom@amc.edu.au

Website www.amc.edu.au/industry/omc

Via Courier:

University of Tasmania

Office of Maritime Communications

Newnham Drive

LAUNCESTON TAS 7250

Phone 1300 365 262 or 03 6324 9869

Email amcom@amc.edu.au

Website www.amc.edu.au/industry/omc