


## Australian Maritime College Office of Maritime Communications (OMC)

### Marine Radio (Long Range/Short Range) and Satellite Endorsement Examination Papers

#### Instructions for the Invigilator

How invigilators instruct the candidate on the actual examination process and technique is entirely up to the invigilator. However, these suggestions should be considered. The basic steps could be as follows:

#### Sample Instructions to Candidates

1. Do not open the plastic envelope, until instructed.
2. Do not sit this examination unless you have had your 16<sup>th</sup> birthday.
3. This is a closed book, no aide, no communication examination.
4. No candidate may leave the room for the duration of the exam.
5. When instructed you may take the documents out of the plastic envelope and fill out the Application details **DO NOT TURN OVER OR OPEN THE BOOKLET.**
6. When instructed you may turn over the application form and the exam booklet and commence the exam.
7. The answer sheet is located on the back of the application form – do not fill out the exam booklet.
8. There are 50 multiple-choice questions in the LROCP paper; 25 for SROCP and MSCE.
9. To pass, you must obtain a 70% or higher mark.
10. You have one hour for an LROCP paper, 30 minutes for SROCP and MSCE; take your time to read the entire question.
11. There is only one correct answer to each question. Read the question, try to think of the answer and then look at the four options. Answer **all** questions. Any question not answered will be marked as incorrect.
12. On completing all questions go through the paper again and complete any missed the first time around.
13. Only a pencil (dark lead), eraser or biro pen is permitted. Clearly shade in the answer box. No fluorescent or scratchy pens or faint pencils, as these are hard to mark.
14. If you wish to change the answer, then put a cross through the incorrect answer (erase if using pencil) and shade in the new correct answer.  

15. The question paper remains the property of the Office of Maritime Communications, Australian Maritime College. Candidates are not permitted to copy information from the paper, or to remove the paper from the examination room.
16. When instructed, you must put pens/pencils down and cease writing.

At completion of the examination, the candidate should return the examination booklet to the envelope together with the application/answer sheet, the endorsed photograph, and payment.

#### Australian Maritime College

Locked Bag 1394, Launceston TAS 7250

Phone: 1300 365 262

Email: [amcom@amc.edu.au](mailto:amcom@amc.edu.au)

Web: [www.amc.edu.au/industry/omc](http://www.amc.edu.au/industry/omc)

The invigilator will return the documents to the OMC for marking and processing.

**PROCESSING TIMES:** Please advise the candidate, as per our Business Rules, our office is permitted 15 working days upon receipt of a completed examination to finalise processing.

**Examinations:** All exam sessions are required to be conducted in accordance with the Face-to-Face Assessment Process dated 28 September 2022. A copy of the process can be found under Additional Information and Forms, located at:

[www.amc.edu.au/industry/omc/invigilator-information](http://www.amc.edu.au/industry/omc/invigilator-information)

The examination process consists of two components:

1. A written multi-choice examination with a 70% pass rate; and
2. A practical component – observation checklist for role-playing.

A certificate of proficiency will not be issued unless both components have successfully been completed (the written examination has been successfully sat and the Observation Checklist has been returned with 'satisfactory' in the results column and signed by both the applicant and the invigilator). The examination lodgement form must also be signed and returned.

Located on our website at <http://www.amc.edu.au/industry/omc/invigilator-information> are blank Observation Checklists and the suggested answers. Also images of marine radios if required for role playing.

Many of our invigilators already conduct practical components and probably already have Observation Checklists, provided they cover all of our requirements we will accept a copy of your observation checklist for our evidence requirements.

## Payments

1. Online payment facility for credit card payment of exams can be accessed by the OMC exam payments link: <http://www.amc.edu.au/industry/omc/omc-fees-and-payment>
2. Direct Deposit Details: Bank: Commonwealth Bank of Australia  
Branch: Sandy Bay  
Account: University of Tasmania  
BSB: 067 102  
Number: 00050350  
Email copies to: [Remittance.Advice@utas.edu.au](mailto:Remittance.Advice@utas.edu.au) and [amcom@amc.edu.au](mailto:amcom@amc.edu.au)
3. Cheque/money order made payable to the University of Tasmania.

ITEM (includes GST)	Current Fees
Examination/Application	\$89.00
Replacement or Verification of Certification	\$35.00
Unit of Competency	\$49.00

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