

# AERONAUTICAL RADIO OPERATOR CERTIFICATE (AROC)

## Course Overview

Aerodrome Management Services has been approved by the Civil Aviation Safety Authority (CASA) to deliver this course. The learning materials and assessment were developed in consultation with CASA.

During this course participants will be introduced to:

- key legislation relating to radio use,
- radio components,
- how to broadcast and communicate on the operational aviation frequency at controlled and uncontrolled aerodromes,
- standard phraseology and the phonetic alphabet,
- how to troubleshoot common radio issues.

Our AROC course is 6-hours in duration and conducted face-to-face either in our training rooms (Perth or Darwin), or at your site.

This course is a blend of theoretical and practical delivery and assessment, and the enrolment fee includes an AROC application to CASA upon successful completion of the individuals theory and practical radio assessment.

Applicants will receive their AROC licence directly from CASA (electronically). Additional fees apply (payable directly to CASA) if a paper copy of the AROC instrument is required.

## Course Entry Requirements

Course participants will need to apply for their Aviation Reference Number (ARN) prior to attending their AROC course. An Aviation Reference Number can be applied for via [the CASA website](#).

*Please note we are unable to submit AROC applications to CASA without an ARN being noted application paperwork.*

## AROC Course Fees and Payment

A formalised quote will be provided upon request and prior to accepting an individual's enrolment. As per our Fees and Refunds Policy (available on our website), we do not collect enrolment fees in advance where a purchase order can be supplied. For private students an enrolment fee is payable in lieu of a purchase order to secure your booking.

Invoices will be issued on the day of the course, payment will be required within 30 days in accordance with our T&Cs. Credit card payments can be made over the phone on (08) 9221 6777, please note an additional 2% surcharge applies.

# AROC COURSE - FREQUENTLY ASKED QUESTIONS

## **Q. How long does it take for CASA to send me my AROC licence?**

A. If you provided us with your ARN, and have successfully completed your course assessments we will submit your AROC application to CASA within 48 hours of your course.

CASA will send the AROC instrument as a PDF to your myCASA registered email address within 2 weeks from the application date. Please contact CASA on 131 757 quoting your ARN if you have not received your AROC after this timeframe.

## **Q. Do I really need an Aviation Reference Number (ARN)?**

A. Yes! We cannot send your AROC application to CASA without your Aviation Reference Number included on the paperwork. If you do not provide your ARN, we cannot send off your application.

## **Q. I would prefer a paper copy of my AROC, can you send me one?**

A: AMS does not issue or see your final AROC instrument +- AROCs are sent to individuals electronically directly from CASA. You can request a hard copy from CASA, a small fee is payable directly to CASA to cover printing and postage.

## **Q. Do I need to do an English assessment as part of the application process?**

A. Yes. Applicants for an AROC must undergo a General English Language Proficiency Assessment with us at some point during the course in accordance with CASR 64.025 (legislation currently under review). If the AMS assessor does not consider your English to be 'required standard' they will refer you to a CASA Approved English Test Centre for further assistance (additional costs may be payable by the applicant).

You can still undertake your radio training with us, however we cannot submit your application to CASA without the associated General English Language Proficiency Assessment.

## **Q. English is my second language, will I pass the General English Language Proficiency (GELP) assessment?**

A: This is largely dependent on the individual. If English is not your first language this does not necessarily mean that you will not be successful in passing the General English Language Proficiency Assessment.

If you have concerns relating to the GELP assessment, please call us on (08) 9221 6777 and one of our approved English assessors can undertake a brief, informal assessment over the phone. NOTE: This does not form part of the formal assessment, it is a tool to determine whether you will require further assistance with your English language assessment.

## **Q. Can I use the radio after completing my course, but before receiving my AROC instrument from CASA?**

A: No. You should wait to receive your AROC instrument from CASA before you use your aerodrome radio.

