



# Amateur Radio Licence Training and Assessment

July 2011

## Information and Booking Forms

This document tells you about gaining your Foundation, Standard or Advanced level amateur radio licence. It includes booking forms for training and assessment whether you are entering amateur radio for the first time or if you already hold an Amateur Operator's Certificate of Proficiency (AOCP) or a licence and wish to upgrade to a higher level.

The St George Amateur Radio Society (SGARS) will conduct an amateur radio licence training and assessment event on behalf of the Wireless Institute of Australia (WIA), over the weekend of 23<sup>rd</sup> and 24<sup>th</sup> July 2011, at the Scout hall near Sutherland railway station.

**Booking Fee** - To secure your place at this training and assessment event, SGARS requires your completed booking form and advance payment of a \$20 booking fee; this fee covers the cost of hiring the venue, refreshments and administration. Should there be insufficient places, or if SGARS cancels the training and assessment event, you will receive a complete refund, or, at your option, be enrolled for the next available training and assessment event. Send your completed booking form and fee to SGARS before Sunday, 17<sup>th</sup> July 2011.

**Payment** - The \$20 booking fee can be paid by one of:

- posting your cheque or money order, made payable to The St George Amateur Radio Society Inc, to PO Box 530, Engadine 2233
- direct deposit to **BSB: 815-000 Account Number: 249821**. Please include details on the transfer (eg, J.Smith Foundation) and email [assessment@sgars.org](mailto:assessment@sgars.org) with details of your payment.

The **Foundation Licence Manual** is required reading for Foundation level - purchase from SGARS or WIA.

**Licence assessment and application fees** vary depending on the licence level chosen and your age. These fees are shown on the attached forms, and should be paid to the WIA by cheque, money order or credit card. Download and complete the Assessment Sheet Form 1 at

<http://www.wia.org.au/licenses/assessor/documentation/documents/Assessment%20Form.pdf>

Call sign selection and licence application are optional; however, you may not transmit legally without a licence.

Amateur radio licence level	Foundation	Standard or Advanced	**Upgrade from Foundation
<b>When</b>	Saturday 23 <sup>rd</sup> and Sunday 24 <sup>th</sup> July	Sunday 24 <sup>th</sup> July only	Sunday 24 <sup>th</sup> July only
<b>Training</b>	Theory and Practical	Practical only	Not included
<b>Form to complete</b>	Form 1 (page 2)	Form 2 (page 3)	Form 3 (page 4)
<b>FL Manual</b>	Required	Not required	Not required
<b>*LCD (regulations)</b>	Required	Required	Required

**\*Licence Conditions Determination** (regulations) must be read by all candidates and can be downloaded from <http://www.wia.org.au/licenses/assessor/documentation/documents/AmateurLicence.pdf>

\*\*If you have an AOCP(S) or a Standard level licence and you wish to upgrade to Advanced level, please contact SGARS by email [assessment@sgars.org](mailto:assessment@sgars.org) .

Aim to arrive at the venue NO LATER THAN 8.00 AM as there is a lot of paper-work to be completed.

SGARS will provide refreshments (tea, coffee and biscuits) on both days. It is recommended that you bring your own lunch as take-away food outlets may not be open.



Training and Assessment Booking Form No 1  
 Amateur Radio **Foundation** licence training and assessment  
 Conducted by the St George Amateur Radio Society  
 Saturday 23<sup>rd</sup> and Sunday 24<sup>th</sup> July 2011  
 At Scout Hall near Sutherland Station  
**Booking closes Sunday 17<sup>th</sup> July 2011**

Read this form in conjunction with the information sheet (page 1).

Saturday 23 <sup>rd</sup> July	Timetable for Foundation level candidates
08.00 AM	Registration and payment of WIA and ACMA fees (see below)
08.30 AM	Foundation licence training – theory, regulations and practical. Highly recommended for all foundation licence candidates to attend this session. Candidates should have a copy of the Foundation Licence Manual and the Licence Conditions Determination (LCD). All candidates must read both the 'Foundation Licence Handbook' and the LCD before attending this session.
Sunday 24 <sup>th</sup> July	
08.00 AM	Review of theory and regulations training from the previous day.
08.30 AM	Foundation licence practical training.
09.00 AM	Foundation licence theory and regulations assessment.
	Practical assessment.

**Tell us about yourself** – Please PRINT with Black Pen

Name:				Sex (M or F):	
Address:					
Suburb:				Post Code:	
Email:			Birth Date:		
Mobile Phone:		Home Phone:			
Birth Town and City:			Country of Birth:		

**Payments to SGARS for Foundation level candidates** – Place X in right hand column

Booking and administration fee (non refundable): you must pay this fee by Sunday 17 <sup>th</sup> July to confirm your place.	\$20.00	<b>X</b>
Foundation Licence Handbook 2 <sup>nd</sup> Edition including postage	\$32.00	
<b>Write TOTAL amount payable here ==&gt;&gt;</b>	<b>\$</b>	

See the information sheet (page 1) for details of how to make your payment.

**Payments for WIA and ACMA fees for Foundation level candidates** – Place X in right hand column

Foundation Licence Training and Assessment, or Assessment alone	18 years and over	\$70.00	
	Under 18 years	\$35.00	
WIA Call Sign selection level 1 – Next available call sign		\$5.00	
WIA Call Sign selection level 2 – Select your own 4 letter call sign		\$20.00	
ACMA Licence application		\$66.00	
<b>Write TOTAL amount payable here ==&gt;&gt;</b>	<b>\$</b>		

See the information sheet (page 1) for details of how to make your payment.

Send this completed form by email to [assessment@sgars.org](mailto:assessment@sgars.org) or fax to (02) 9501 4615



Training and Assessment Booking Form No 2  
 Amateur Radio **Standard** or **Advanced** licence training and assessment  
 for candidates without an existing AOC or amateur radio licence  
 Conducted by the St George Amateur Radio Society  
 Sunday 24<sup>th</sup> July 2011 - At Scout Hall near Sutherland Station  
**Booking closes Sunday 17<sup>th</sup> July 2011**

Read this form in conjunction with the information sheet (page 1).

**Note:** There will be no theory or regulations training at this session.

Sunday 24 <sup>th</sup> July	Timetable for Standard or Advanced level candidates
08.00 AM	Registration and payment of WIA and ACMA fees (see below)
08.30 AM 09.00 AM	Practical training session Licence theory and regulations assessment.
	Practical assessment.

**Tell us about yourself?** – Please PRINT with Black Pen

Name:				Sex (M or F):	
Address:					
Suburb:				Post code:	
Email:			Birth date:		
Mobile phone:			Home phone:		
Birth town and city:			Country of birth:		

**Payments to SGARS for Standard or Advanced level candidates**

Booking and administration fee (non refundable): you must pay this fee by Sunday 17 <sup>th</sup> July to confirm your place.	\$20.00
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See the information sheet (page 1) for details of how to make your payment.

**Payments for WIA and ACMA fees for Standard or Advanced level candidates** – Place X in right hand column.

Standard Licence theory, regulations and practical assessments	18 years and over	\$210.00	
	Under 18 years	\$105.00	
Advanced Licence theory, regulations and practical assessments	18 years and over	\$210.00	
	Under 18 years	\$105.00	
WIA Call sign selection level 1 – Next available call sign		\$5.00	
WIA Call sign selection level 2 – Select your own 3 letter call sign		\$20.00	
ACMA Licence application		\$66.00	
<b>Write TOTAL amount payable here =&gt;&gt;</b>		\$	

See the information sheet (page 1) for details of how to make your payment.

Send this completed form by email to [assessment@sgars.org](mailto:assessment@sgars.org) or fax to (02) 9501 4615



Assessment Booking Form No 3  
 For upgrade from Amateur Radio Foundation Licence to  
**Standard or Advanced** Licence  
 Conducted by the St George Amateur Radio Society  
 Sunday 24<sup>th</sup> July 2011 - At Scout Hall near Sutherland Station  
**Booking closes Sunday 17<sup>th</sup> July 2011**

Read this form in conjunction with the information sheet (page 1).

**Notes:** Your AOCP(F) already covers the Practical.

There will be no regulations or theory training offered.

Sunday 24 <sup>th</sup> July	Timetable for Standard or Advanced licence candidates
08.00 AM	Registration and payment of WIA and ACMA fees (see below)
09.00 AM	Licence theory and regulations assessment.

**Tell us about yourself?** – Please PRINT with Black Pen

Name:				Sex (M or F):	
Address:					
Suburb:				Post code:	
Email:			Birth date:		
Mobile phone:			Home phone:		
Birth town and city:			Country of birth:		

**Payments to SGARS for Standard or Advanced level candidates**

Booking and administration fee (non refundable): you must pay this fee by Sunday 17 <sup>th</sup> July to confirm your place.	\$20.00
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See the information sheet (page 1) for details of how to make your payment.

**Payments for WIA and ACMA fees for Standard or Advanced level candidates** – Place **X** in right hand column.

Standard Licence theory and regulations assessment	18 years and over	\$140.00	
	Under 18 years	\$70.00	
Advanced Licence theory and regulations assessment	18 years and over	\$140.00	
	Under 18 years	\$70.00	
<b>Write TOTAL amount payable here =&gt;&gt;</b>		<b>\$</b>	

See the information sheet (page 1) for details of how to make your payment.

Call sign selection and ACMA licence application are not included. Please contact SGARS for details.

Send this completed form by email to [assessment@sgars.org](mailto:assessment@sgars.org) or fax to (02) 9501 4615

If you hold an AOCP(S) or a standard licence and wish to upgrade to the advanced licence, contact SGARS for details.