



QUESTIONS AND ANSWERS

1. What is STCW?

STCW is the *International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978* as amended. It is the minimum standards set by the International Maritime Organization (IMO) which AMSA must comply with when issuing foreign going certificates of marine qualification. AMSA implements and enforces these minimum standards with Australian legislation called Marine Orders 70, 71, 72 & 73, or Marine Order 70 Series, or sometimes called MO70s. All the certificates issued by AMSA under the MO70s are compliant with the STCW Convention.

2. I need to apply for a certificate, what form should I use and where can I find it?

If you are applying for issue, revalidation or replacement of an STCW Certificate of Competency/ Proficiency/ Recognition/ Safety Training/ Marine Cook/ GMDSS Radio Operator's Certificate/ Compass Adjuster Licence/ Revalidation/ Endorsement or an Australian Seafarer's Service Book, you should use Form AMSA 419 using the [online tool](#). Each supportive document should be a certified copy.

If you are applying for a certificate **within Australia**, you should refer to [Information Guide A](#) about the supporting documents required and how to complete Form AMSA419.

If you are applying **from overseas**, you should refer to the [Information Guide O](#) about how to complete the form.

3. I'm having trouble opening the form, what do I do?

Form AMSA 419 functions best when it is completed using the most recent version of Adobe Reader (9.1 or higher). You can download the latest version for free on the [Adobe website](#).

If you are still having trouble, you can send us an email for help (AMSACONNECT@amsa.gov.au)

4. How much does it cost to get a certificate?

The application fees are set at a level aimed to recover the cost of providing the services. Most processing fees are between \$112 and \$190. For the full list of fees see Fact Sheet [STCW 22 Schedule of Charges](#).

5. I need my certificate so I can go to work, when will I get it?

You need to allow 28 days for your application to be processed. In any case, we try and get everyone's certificate out to them as quickly as possible. You can help by making sure that you have completed your application correctly and included all the required supporting documents.

6. When are the courses running? How much will it cost?

You need to contact the training provider directly about course costs, schedules and enrolment.

A list of approved courses is shown on Fact Sheet [STCW 27 Training – Approved Courses](#) and contact details are shown on Fact Sheet [STCW 28 Training – Australian Registered Training Organisations \(RTOs\)](#).

7. What is a service book? Do I need one? How do I get it?

The Australian Seafarer's Service Book (ASSB) has been developed for the purpose of enabling individual seafarers who hold STCW certificates of marine qualification to keep a personal record of their sea service. You would arrange for the Master to enter your service into the ASSB prior to discharge from each ship you serve on.

Some employers and some foreign countries require seafarers to hold a service book. You should check with your employer if it is required for your work. AMSA does not require you to have an ASSB. Original letters from shipping companies, written on company letterhead testifying to your qualifying sea service will still be required for AMSA's STCW qualification applications.

If you are eligible, you can apply for issue of an ASSB by completing application form (AMSA419) and lodging your application at a nominated Australia Post retail outlet.

8. What is Continued Competence?

The 2010 Manila amendments to the *International Convention on the Standards of Training, Certification and Watchkeeping for Seafarers 1978*, as amended (STCW Convention) require serving seafarers to demonstrate continued competence in certain short course elements to maintain the validity of their certificate.

This can be achieved by a combination of onboard training and experience (a letter from your employer stating you have, for example, participated in mandatory fire and abandon ship drills on board), and practical training ashore at an AMSA approved training provider. This is in addition to the mandatory qualifying sea service revalidation requirements for Masters and Deck and Engineer Officers.

The new continued competence requirement has been rolled into the revalidation requirements.

9. How do I get a medical?

You need to contact Sonic Health Plus to make an appointment for a medical examination here in Australia. You can call them toll free on 1300 763 822 or email them at seafarermedicals@sonichealthplus.com.au

If you are living/working overseas you can have your medical done internationally, in a country that Australia has an Agreement with. This is only for people who have previously had an AMSA medical here in Australia and are just renewing See Fact Sheet [STCW 16 Medical Fitness](#).

10. How can I book an oral examination?

If you have a letter of assessment from AMSA that says you should book an oral examination, you need to contact your preferred examination centre directly. The locations and contact details are shown in Fact Sheet [STCW 18 Oral Examinations](#).