

COP-1

**GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY**

**FORM OF APPLICATION
For**

**ADMISSION TO EXAMINATION FOR A CERTIFICATE OF PROFICIENCY IN **RADIO-
TELEPHONY RESTRICTED (AERONAUTICAL)****

<p>The form when completed should be sent to:</p> <p>The Assistant Wireless Advisor to the Govt. of India, WPC Regional Licencing Office, (Respective RLO as mentioned in the examination schedule.)</p>	<p><i>(For use by the Office)</i> Roll No.</p>
	<p>To be filled in by the applicant Name & Postal address of applicant. (Tel. no. & E-Mail address, if any)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

(a) Centre* (b) Class of Examination & Part. (**Tick whichever applicable**)

RTR (Aero) Full: RTR (Aero) Pt.I:

Note:-Pt. I - Renewal by Test (copy of Indian Licence/ Foreign Licence and Indian Permit to be submitted along with application. Original Licence should be produced during examination for verification)

(c) Month of examination:

(d) Details of Bank Draft. @

(i) Name of State Bank of India branch.

(ii) No. and date

(iii) Amount:-

(e) State, if appearing in any other class of COP Examination. (Tick appropriate box)

No. Yes. Specify class if yes:-

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- *Name of the centre, duly notified.
 - @The Bank Draft should be obtained from any branch of the STATE BANK OF INDIA and drawn in favor of **PAO (HQ), DOT, NEW DELHI** payable at STATE BANK OF INDIA, NEW DELHI, Parliament Street, New Delhi. Service Branch (**Code 7687**). In case of payment from Delhi, Banker's cheque from State Bank of India is also acceptable.
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1. Name of Applicant (In Block Letters) NAME SURNAME
Name in Hindi, if possible.

2. Full postal address to which
Communication to be sent

3. Permanent Home Address

4. Contact No. and E-Mail address if any

5. Description of Applicant:

(a) Height	Metres	Centimeters
(b) Colour of eyes		
(c) Colour of hair		
(d) Complexion		
(e) Mark of Identification		

6. Date of Birth: (*Please attach attested
copy of your School Leaving Certificate or
Matriculation Certificate) (Applicant should be of 18 years of age)

7. Place of birth (with District and State)

8. Name of State to which you belong

9. (a) Are you a citizen of India by birth and /or domicile

Note: A certificate to this effect in the form given at page 4 of the application may obtain from persons duly authorised from time to time by the Central Government.

(b) If not, to which country you belong?

10. Father's name, address and nationality (if dead, state
Last address)

11. Particulars of Certificates of Competency/Proficiency
If any, already held by the applicant:

Class of Certificate	No. and date of issue	Authority by whom issued

12. Educational Qualification of the Candidate

(Please attach proof, a copy duly attested by a Gazetted officer of Central or State Govt.)

DECLARATION

1. I hereby solemnly declare that the foregoing facts are true and correct and nothing is false therein and nothing material has been concealed there from. I also agree that in case any information given by me herein before is found false at later date, the certificate and licence to operate, if granted will be cancelled.

2. I further solemnly give an undertaking that I will not either directly or indirectly divulge to any person, except when lawfully authorised or directed to do so, the purport or any message which I may transmit or receive by means of any wireless apparatus operated by me or which may come to my knowledge in connection with the operation of the said apparatus.

3. I have carefully read and understood the rules contained in the Indian Wireless Telegraphy (Commercial Radio Operators Certificates of Proficiency and licence to operate Wireless Telegraphy) Rules, 1954 and undertake to abide by them.

Signature of Witness

Name (in Capital Letters)

Address :

Date :

Place :

(To be witnessed by any responsible person)

Signature of applicant

Name (in Capital Letters)

Date :

Place :

I enclosed the following documents:

- (i) Bank Draft for Rs.....
- (ii) Character and Nationality Certificate
- (iii) Domicile Certificate, if any required.
- (iv) Proof of Age (Applicant should be above 18 years of age on the date of commencement of the examination)
- (v) Photographs stamps size 3x4 cms – Two Nos. (One should be pasted in the space provided in the Attendance Sheet, page no.6, and the second one should be enclosed in an envelope and secured to the application form).
- (vi) Enclosed a self addressed and stamped (Rs.5/- only) envelope of size 23X10 cm.

Signature of applicant

***CERTIFICATE OF CHARACTER AND NATIONALITY**

Certified that I have known Shri.....
Son of Shri.....for the last.....years
.....months. He bears a good moral character and is of
.....nationality. He is not related to me.

Place:

Signature

Date:

Name (in Capital Letters)
Designation & Address with Stamp

This certificate should be from any one of the following:

1. Gazetted Officer of Central or State Governments.
2. Member of Parliament or State Legislature
3. Sub-Divisional Magistrate/Officer or Tehasildar

(This page will be posted to the candidate. Therefore it should be on a separate sheet of paper)

GOVERNMENT OF INDIA, MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY (WPC WING), Regional Licensing Office,

ADMISSION CERTIFICATE

Shri..... is hereby admitted to the following examination:

Examination	Centre	Roll No.	Date	Time
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RTR (A)

1. Candidates must carefully study the following instructions for strict compliance:

- i) No candidate will be admitted to the Examination Hall after half an hour from the commencement of examination
- ii) Candidates should bring their own pen, ink, pencil, erasures and drawing instruments.
- iii) Candidates shall not be allowed the help of any scribe to write answers for them.
- iii) No candidate shall be permitted to leave the Examination Hall unless half an hour has elapsed after the commencement of the paper.
- iv) Candidates are not allowed to take mobile phones/electronic gadgets to the examination hall.

2. If the candidate is found guilty of impersonation or using or attempting to use unfair means in the Examination Hall, he is liable to criminal prosecution and/or he may be debarred either permanently or for a specified period from appearing in the examination.

THE CANDIDATES MUST ABIDE BY ANY OTHER INSTRUCTIONS WHICH MAY BE GIVEN TO THEM BY THE CHIEF EXAMINER OR THE INVIGILATING OFFICER.

For Assistant wireless Adviser
to the Government of India

Candidate to write his postal address:

To

Shri.....
.....
.....
.....

(Please use an exclusive/separate sheet for this page)
GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY
(WIRELESS PLANNING & COORDINATION WING)

ATTENDANCE SHEET

(To be filled by the Candidate, preferably typed and should be on a separate sheet of paper)

<p>Class of Exam: Click the respective box.</p> <p>Part I only <input type="checkbox"/></p> <p>Part I & II <input type="checkbox"/></p> <p>Name of the Centre:</p>	<p>Paste recent Photograph 3X4 cm here. The photograph should be signed and dated on the front.</p>	<p><u>FOR OFFICE USE ONLY</u></p> <p>Roll No:.....</p> <p>Sl no of Lic.</p> <p>RTR(A) Lic. No.....</p> <p>Date:.....</p>
<p>1. Name of the Candidate in BLOCK LETTERS.....</p> <p>2. Postal address where the licence to be posted.</p> <p>3. Father's name.</p> <p>4. Date of birth.</p> <p>5. Place of birth.</p> <p>6. Nationality.</p> <p>7. Height in mtrs. 8. Colour of eye. 9. Colour of hair</p> <p>10. Complexion</p> <p>11. Mark(s) of identification</p> <p>12. Particulars of Certificate of Proficiency Licence, if any, already held by the applicant. (a) Class of Licence. (b) No. and date of Licence. (c) Issued by.</p>		
Date	Subject	Signature of the Candidate
1	2	3
	Part I	
	Part II	

**GOVERNMENT OF INDIA
MINISTRY OF COMMUNICATIONS & INFORMATION TECHNOLOGY
(WIRELESS PLANNING & COORDINATION WING)**

**INSTRUCTIONS TO THE CANDIDATES FOR FILLING IN THE APPLICATION FOR
ADMISSION TO EXAMINATIONS FOR CERTIFICATE OF PROFICIENCY IN
RADIO-TELEPHONE RESTRICTED (AERONAUTICAL)**

1. **Application duly completed should reach the Assistant Wireless Adviser to Govt. of India, WPC Regional Licencing Office of the respective region as mentioned in the schedule of the examination by the prescribed due date. Applications received, without proper enclosures and after the due date, will summarily be rejected. Further, NO enquiry or correspondence will be entertained on the matter. Also applications otherwise not in order in any manner would also be rejected summarily without entertaining any correspondence in this regard.**

2. Every application form should be accompanied by:-
 - (i) Two identical copies of the recent photographs of the candidate. The photographs should be of head and shoulders only (full face) and 3 X 4 cms size. They should be duly signed and dated in ink on the front and one of them enclosed in a small open envelop. The other should be pasted on the right hand top of the attendance sheet enclosed. The name and complete address should be written on the back of the photographs enclosed in the open envelope.
 - (ii) The nationality and character certificate in the prescribed format from one of the officers listed below:-
 - a) **Gazetted Officers of Central or State Governments.**
 - b) **Member of Parliament or MLA, MLC of State Government**
 - c) **Sub-Divisional Magistrate/Officer**
 - d) **Tehasildar of Naib/Deputy Tehasildar authorized to exercise magisterial powers.**
 - (iii) Evidence of age (e.g. Attested copy of Matriculation Certificate or School leaving Certificate).
 - (iv) Examination fee in the form of SBI Demand Draft.
 - (v) Domicile Certificate, in case a candidate is an Indian not by birth, issued by competent authority, either in original or copies duly attested.
 - (vi) Enclose a self addressed and stamped (Rs.5/- only) envelope of size 23X10 cm.

3. Candidate's address, at which he desires to receive his admission Certificate, should be written in the space provided on the blank admission Certificate form.

4. (i) The prescribed fee should be paid only by a crossed BANK DRAFT OF STATE BANK OF INDIA. The Bank Draft should be obtained from any branch of the STATE BANK OF INDIA, and drawn in favor of **PAO (HQ), DOT, NEW DELHI** payable at STATE BANK OF INDIA, Parliament Street, New Delhi. Service Branch (**Code 7687**). In case of payment from Delhi, Banker's cheque from State Bank of India is also acceptable.
 - (ii) In no case, Bank Draft drawn on any other banks/Cheques will be accepted. Defaced or mutilated Bank Drafts will also not be accepted.
 - (iii) Fees for the different classes of Certificates of Proficiency Examination is Rs. 500/- only.

5. There is no minimum educational qualification prescribed for appearing for these examinations. It should however, be emphasized that the syllabus for these examinations is such, as would require a sound educational qualification at least up to Matriculation standard with Mathematics and Physics as subject for a candidate efficiently study them. Particular attention of intending candidates is, therefore, drawn to the necessity for a good general education as a prerequisite for attempting these examinations. It is also emphasized that during the examination the proficiency in English language also will be considered.
6. The language of the examination will be English.
7. No claim for a refund of the examination fees will be entertained, nor can it be held in reserve for any subsequent Certificate of Proficiency Examination.
8. For detailed syllabus and form of Examination, candidates are advised to refer to the pamphlet, "Indian Wireless Telegraphy (Commercial Radio Operators, Certificate of proficiency and Licence to Operate wireless Telegraphy) Rules 1954" available at the prescribed cost from the Controller, Government of India Publication Branch, New Delhi-110001 or any of its branches or authorised agents.
9. Certificate of Proficiency Examinations is qualifying examination only. These are not meant for filling up any vacancy or imparting training.
10. Examination conducted at various Centres during one particular session, if any, will be considered as one and the same examination. Application for the COP examination shall be considered for one centre only during a particular session.
11. Candidates are not allowed to take mobile phones/electronic gadgets to the examination hall.
12. Failure to comply with the above instructions will render the applications liable to be rejected. No representations on rejected applications will be entertained, in any manner whatsoever.