DEFENCE AVIATION SAFETY AUTHORITY	DASR Form 12A
Military Aircraft Type Rating Initial/Change Course Approval	

Guidance

These guidelines are designed to assist you to complete the DASR Form 12a for a Military Aircraft Type Rating (MATR) Initial/Change Course Approval under Defence Aviation Safety Regulations (DASR).

IMPORTANT

It is the applicant's responsibility to apply for DASA approval only if they have a requirement for the approval and can demonstrate compliance with all the relevant regulatory requirements.

Please carefully read this document and any relevant Acceptable Means of Compliance or Guidance Material issued by DASA. This information is available on the [Defence Aviation Safety Authority](#) (DASA) website and will assist with the application process.

Military Aircraft Type Rating (MATR) Course - Change Management/DASA Notification Requirements

Alterations and changes to MATR Courses shall be defined within one of two categories;
Major Change or **Minor Change**.

A Major Change is any amendment, alteration or change to a MATR Course that is not accurately categorised as a Minor Change within the relevant MTO Exposition procedure. A DASA Form 12a - Military Aircraft Type Rating Initial/Change Course Approval must be submitted and approved prior to any Major Change to a MATR Course.

A Minor Change is any amendment, alteration or change to a MATR Course that does not affect the DASR related approval. Minor Changes may be acceptable to DASA without prior approval by the Authority; contingent to endorsement by the relevant MTO QMS that no adverse material effect is posed to safety, quality of training or the knowledge, skills and attitudes of course graduates, course learning outcomes or location.

An internally reportable process for approval of Minor Changes to MATR Courseware must be included within the relevant MTO Exposition/Annex; containing either a specific predefined listing of all actions, or defining statement considered by the MTO to fall within the scope of a 'Minor Change'.

Subject to the endorsement of the MTO QMS, listed actions could include (but are not limited to);

- Grammatical and typographic changes
- Changes that incorporate updates from the relevant platform specific technical publications (e.g. updated maintenance procedures, configuration changes etc.)
- Changes of content (provided the learning outcomes are not affected)

Applicants are to complete and sign this application form electronically and submit to the nominated DASA email.

NOTE: DASA may not consider an application or cease to consider it further while the applicant has not complied with all DASR requirements.

Withdrawal of Application

An application can be withdrawn in writing at any time.

Form Submission

Submit the electronic application form by selecting the appropriate 'Submit Form" button on Page 2.

NOTE: If there is insufficient space in any of the fields, please attach additional information to this form.

DASR Form 12A – V2.3
Objective ID: BP21424868

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advance Australia's security and prosperity
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MATR Course Approval	**Reference:** (See note below)	

Note: the reference block in the header can be used by the applicant to create an individual course approval form reference and to track the successive amendments of this form.

Part 1 — **Identification of the Training Organisation and Type Training Course**

Training Organisation Details	Name: DARN-O-
DASA Approval Number	AUS.DASA.147-
Course Approval Requirement	Course Initial Approval: ☐ Course Change Approval: ☐ Description of Request:
Course Details Please submit a separate Form 12A for each respective course (B1, B2 etc.)	Course Title: Course No.: Revision No: Proficiency Code: Effective (reference or equivalent) Date:
MTOE / Annex Details	Document Reference: Revision No: Date:
Training Needs Analysis (TNA) (or equivalent acceptable to the Authority) and course LMP Objective Reference	Document Reference: Revision No: Date:
Military Aircraft Type Rating (MATR) Course - Licence Category	**If Other, Please Specify:** ☐ B1.1 ☐ B1.3 ☐ B2 ☐ C
Is this a MATR 'differences' course? **No** ☐ **Yes** ☐ If 'Yes' - please provide details: (Platform/Variant/Identifier - From/To)	**From:** **To:** Comments (specify A/C & engines & avionics where relevant)
This course Includes:	Theoretical Elements: ☐ Practical Elements: ☐ On Job Training (OJT): ☐ Proficiency Code *(If Separate):*

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MATR Course Approval	**Reference:**

Trainee/Course prerequisites required?	**Yes** ☐ **No** ☐
	Specify if yes:

Please download and complete the following Courseware Assessment Matrix to be included with submission:

DASR 66 Appendix III MATR Courseware Assessment Matrix (Mandatory) – (Link to Matrix)

Part 2

Submission Checklist
Please confirm that the following information is included as part of your application:

☐	Training Needs Analysis (TNA) / (or equivalent)	☐	MATR Practical Element (Practical Training Logbook)
☐	MATR Courseware Assessment Matrix **(Mandatory)**	☐	On Job Training (OJT) Logbook
☐	MATR Theory Element (Learning Management Plan)	☐	Other, Specify

Originator:

Date	Name	Position	Signature

Part 3

MTO Quality Manager/Delegate Validation:

As Quality Manager/Delegate for the MTO, I confirm that an appropriate validation assessment has been completed to ensure the above type course meets all relevant DASR requirements.

Air Domain 147
Form Submission →   [Submit Form]

Defence Industry 147
Form Submission →   [Submit Form]

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MATR Course Approval	**Reference:**

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Part 4

Air Domain MTO Administration

☐ Admin Completed *(if required)*

Name:

Position:

Signature:

Part 5

DASA Assessment:

☐ Recommended   ☐ Not Recommended
(if not recommended, add details)

Name:

Position:

Signature:

Part 6 DoSA(T) / DASA Comments and Outcome of Application:

☐ Approved   ☐ Declined *(if declined, please provide explanation)*

Name:

Date:

Signature

Part 7 DASA MLT Admin:

☐ *Approval Certificate Updated/Issued*   ☐ *Website Updated*

Signature

Part 8 FastTrack Admin

☐ *FastTrack Tool Updated*

Signature