



**Australasian Hydrographic Surveyors Certification Panel (AHSCP)**  
**APPLICATION FOR SPECIALIST CERTIFICATION IN HYDROGRAPHIC SURVEYING**  
**Checklist of Documentation Submitted**

**Applicant's Name:** .....

(Please check  the relevant box below to indicate which documents have been submitted)

1.  **Complete the following Checklist** (please ensure that you use the latest templates downloaded from the SSSI website - [www.sssi.org.au](http://www.sssi.org.au) )
2.  Cover Letter
3.  Career History or CV
4.  AHSCP Application Form (Appendix A of AHSCP Guidelines)
5.  Certified True Copies of Educational Certificates
6.  Certified True Copies of Other Certificates (Training Courses etc)
7.  Signed Logbook of Practical Hydrographic Surveying Experience (Appendix B of AHSCP Guidelines Section 6.2)
8.  Complete education qualification mapping against S-5A or S-5B syllabus for applicants without a Cat A Course (Level 1) or Cat B Course (Level 2) (Appendix G of AHSCP Guidelines). Provided education institution description of course subjects.
9.  Provided your Referees (minimum of two) with a copy of Referee's Report (Refer to Appendix C of AHSCP Guidelines, 'Instructions to the Applicant') for completion and **submission directly to the AHSCP**
10.  **Level 1 Applicants** – two recent hydrographic survey reports and plans for different survey projects (Refer to Section 5.1 (h) of AHSCP Guidelines)
11.  **Sub-Specialism Certification** if applicable (Refer to Section 4.3 (4.3.1 – 4.3.4) of AHSCP Guidelines) – Assessment Fee \$242.00 for each sub-specialism.
  - Hydrography in support of Coastal Management
  - Hydrography in support of Inland Waters Management
  - Hydrography in support of Offshore Infrastructure Development
  - Hydrography in support of Safe Navigation
12.  Additional References (Optional)
13.  A **digital copy** of your completed application documentation has to be provided, uploaded onto the AHO OurShare site. Please email [ahscp@hydro.gov.au](mailto:ahscp@hydro.gov.au) and request log-in details to enable you to have access to this service. The colour digital copy should be provided in PDF format legible at 300 dpi.
14.  **Assessment / Sub-Specialism Fee:** Please complete your preferred payment details on the following page.  
**Note:** This fee is for assessment as a Certified Professional in Hydrographic Surveying ONLY and does not include the SSSI membership fee. Membership application information can be found on the website ([www.sssi.org.au](http://www.sssi.org.au) ) or contact [support@sssi.org.au](mailto:support@sssi.org.au). Better value may be gained from becoming a member first and then paying the member's certification fee.



## Assessment Fee

### Level 1 and Level 2 Assessment Fee:

- AU \$330.00 for SSSI/S+SNZ Members or AU \$850.00 for non-members.

### Sub-Specialism Assessment Fee: Assessment Fee \$242.00 for each sub-specialism

- AU \$242.00 - Hydrography in support of Coastal Management
- AU \$242.00 - Hydrography in support of Inland Waters Management
- AU \$242.00 - Hydrography in support of Offshore Infrastructure Development
- AU \$242.00 - Hydrography in support of Safe Navigation

## Payment can be made by any of the following methods:

- Bank Cheque (not a personal cheque) to be made payable to 'Surveying and Spatial Sciences Institute' (in AU\$) and bankable in Australia.

**OR**

- Electronic Fund transfer (EFT)**

Bank Name: Westpac Banking Corporation  
 Bank Branch: Woden Centre Plaza, 3 Bradley St, Woden, ACT 2606  
 Account Name: Surveying and Spatial Sciences Institute  
 BSB: 032-713  
 Account No: 346913  
 Swift Code: WPACAU2S  
 Reference: AHSCP – Applicant's surname

**Note:** If using EFT payment method you need to send a remittance advice to [finance@sssi.org.au](mailto:finance@sssi.org.au) and [ahscp@hydro.gov.au](mailto:ahscp@hydro.gov.au)

## RECEIPT:

- Please check  this box if you would like an emailed receipt:

Applicant's email address .....