



# APPLICATION FOR REVALIDATION OF A UK CERTIFICATE OF EQUIVALENT COMPETENCY

# CEC

**IMPORTANT - BEFORE** completing this form, please ensure you have read fully the guidance notes and instructions on page 4 and either MGN 221 (Merchant Navy) or MGN 220 (Fishing) as appropriate.

To revalidate a Certificate of Equivalent Competency **you must have revalidated your Certificate of Competency with your issuing Administration.**

Please use application form MSF 4201/REV0206 to revalidate a UK Deck or Engineer Officer Certificate of Competency. This application should be used only for revalidating a Certificate of Equivalent Competency.

## 1 PERSONAL DETAILS

Title Mr/Mrs/Miss/Capt etc		Sex Male / Female	
Surname / Family name			
Forename(s) in full			
Date of Birth			
Place of Birth		Country of Birth	
Nationality		National Identity No	
	Full Home Address	Address for return of documents (if different from home address)	
Address			
District			
Town / City			
County/State			
Post Code/Zip			
Country			
Telephone No			

**Please do not write below this line**

<b>Received:</b>	<b>Fee:</b>	SDS No	
		Receipt No	
		RMS No	
		Application ID	

Name

DOB

SDS

## 2 DETAILS OF CERTIFICATE HELD

CEC

### Non-UK STCW 95 revalidated Certificate of Competency

Title			
Number			
Date of Revalidation	Day/	Month/	Year/
Country and Town of Issue			

Give details below of capacity and limitations which apply to this certificate

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Give details below of any Tanker/Dangerous Cargo Endorsements including level of certificate and any GMDSS Certificates held. Please provide the relevant documents

OIL

CHEMICAL

LIQUIFIED GAS

GMDSS

## 3 CHECKLIST

Your Certificate of Equivalent Competency must be sent in with this application

Certificate No:	Capacity:
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Please note that only original documents can be accepted or copies which have been attested as being true copies of the original by a Solicitor, Notary Public, issuing Administration or by an officer of the MCA at a Marine Office. Particularly where sending original documents we would strongly recommend that they be sent by registered/recorded post

	✓ if enclosed	Official Use only
Current CEC	<input type="checkbox"/>	<input type="checkbox"/>
Non-UK STCW 95 Certificate of Competency	<input type="checkbox"/>	<input type="checkbox"/>
Two passport size photographs (see note 3 on page 4)	<input type="checkbox"/>	<input type="checkbox"/>
Fee	<input type="checkbox"/>	<input type="checkbox"/>

## 4 YOUR SIGNATURE AND DECLARATION

CEC

(The maximum penalty for a false declaration is £5000)

I declare that the information I have given is, to the best of my knowledge, true and complete. I also declare that the documents submitted are genuine, given and signed by the persons whose names appear on them.

Date .....

For office use only

**IMPORTANT – KEEP WITHIN BORDER**  
**FAILURE TO COMPLY WITH THIS INSTRUCTION**  
**WILL INVALIDATE THE APPLICATION**

Completed applications should be sent together with the items listed in Part 4a to the following address:

**Maritime and Coastguard Agency,  
 Seafarer Training & Certification Branch,  
 Spring Place,  
 105 Commercial Road,  
 Southampton SO15 1EG,  
 Tel: +44 (0)2380 329231; Fax: +44 (0)2380 329252  
 Email: [cec@mcga.gov.uk](mailto:cec@mcga.gov.uk)  
 Website: [www.mcga.gov.uk](http://www.mcga.gov.uk)**

In your own interest use Recorded Delivery, if posting within the UK and Registered Post from abroad. Your documents will be returned by courier. The MCA cannot accept any responsibility for documents lost in the post.

## 5 PAYMENT

Please enclose the appropriate fee (as laid down in the current Merchant Shipping Fees Regulations). Payment should be made in £ sterling by cheque, postal order or banker's order, credit or debit card. Cheques, Postal Orders and Bankers Drafts should be made payable to the "Maritime and Coastguard Agency" and crossed "Account Payee" and "not negotiable". Cheques and orders should be drawn at a UK bank. **CASH WILL NOT BE ACCEPTED.** World-wide postage is included in the fee.

I enclose the MCA fee of £.....

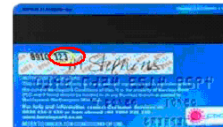
Please tick (✓) the appropriate box below to indicate your chosen method of payment.

Switch  Visa  MasterCard/Access  Delta  Cheque/bankers draft  Postal Orders

Please charge my Switch / Visa / MasterCard/Access / Delta Card £.....

Name of Card Holder											
Card Number											
Start Date											
Expiry Date											
Switch Issue Number (Switch Cards only)						Security Code					

The Security Code is the last three digits of the numbers on the reverse of the card, near to the signature strip. (See example right)



Signature ..... Date.....

## GUIDANCE NOTES FOR THE COMPLETION OF THIS APPLICATION FORM

### PLEASE ENSURE THAT YOU READ AND UNDERSTAND THESE NOTES BEFORE COMPLETING THE FORM

Please complete this form in **BLOCK LETTERS** and in **black ink**. If a section is not relevant to your application enter **NIL**.

**ENSURE YOU COMPLETE THIS FORM IN FULL – FAILURE TO DO SO MAY MEAN WE WILL HAVE TO RETURN YOUR APPLICATION TO YOU, AND WILL RESULT IN A DELAY TO YOUR APPLICATION BEING PROCESSED.**

Enclose all documents necessary to establish your eligibility for a STCW 95 Certificate of Equivalent Competency. A document checklist is on page 3 to help you.

## 1 PERSONAL DETAILS

Enter your personal details in the boxes provided. Your name should be given **IN FULL**, and should be given in the same format as appears in your passport or other national identity document.

Your date of birth should be given in the format DD/MM/YYYY, eg 18 February 1960 would be written 18/02/1960.

National Identity Number should be that in your Passport or Discharge Book.

You should give your permanent home address, where you are normally resident. You may also provide an alternative address for return of documents or correspondence relating to this application.

## 2 DETAILS OF CERTIFICATES HELD

Please give full details of certificates held. Should you wish to sail in a lower capacity than your Certificate of Competency allows please state clearly the capacity you require.

## 3 CHECKLIST

Before a United Kingdom Certificate of Equivalent Competency can be issued, you will need to submit certain documentation as specified in this section. Please tick the appropriate box to show that you have included the necessary certificate/document. All the documentation indicated in this section must be submitted. ORIGINAL documents must be supplied, copies will not be accepted unless they have been attested as being a true copy of the original by an Issuing Administration or a MCA officer at a Marine Office. We cannot accept unattested copies of any document.

**PHOTOGRAPHS (x2)** – Your photographs must be taken full face without a hat and must be passport approved photographs, measuring a maximum of 50mm x 40mm, colour OR black & white. The back of one photograph must include your name in **BLOCK LETTERS** and the signature of a Doctor, Bank Officer, Established Civil Servant, School Teacher or someone of similar standing. They should also write on the back of the photograph "I certify that this is a true likeness of Mr/Mrs/Miss/Ms/Dr etc....." and add their signature. The person who certifies your photographs must either be a British citizen or a citizen of a Commonwealth country. A member of your family is not allowed to counter sign your photograph. The back of the other photograph must include your name in **BLOCK LETTERS** and your date of birth.

## 4 YOUR SIGNATURE AND DECLARATION

**YOUR SIGNATURE - please sign the label with your usual signature. Ensure that the whole of your signature is contained on the label – this will be affixed to your new Certificate of Equivalent Competency. Please ensure that this is completed, as without your signature here your certificate cannot be issued.**

Please read the declaration. **Only the applicant may sign the declaration, signatures of others on behalf of the applicant cannot be accepted.** Once you are sure that the information you have given is, to the best of your knowledge, true and complete, and that the documents submitted are genuine, given and signed by the persons whose names appear on them, you should sign the declaration with your usual signature, including the date.

## 5 PAYMENT

You must enclose the appropriate fee with your application. Currently the fee for revalidating a CEC is £76. This fee includes worldwide postage. Please tick (✓) the appropriate box to indicate your chosen method of payment. Payment must be made in Pounds Sterling (£).

Payment by cheque, bankers draft or postal orders should be made payable to "The Maritime and Coastguard Agency" and crossed "account payee" and "not negotiable"

For payment by Switch, Visa, Access/Mastercard or Delta, ensure you enter the card details in the spaces provided.

Please sign to confirm the amount and chosen method of payment.