



**APPLICATION FOR AMATEUR
RADIO OPERATOR LICENCE**

NCA AMATEUR RADIO OPERATOR FORM AP14



NATIONAL COMMUNICATIONS AUTHORITY

APPLICATION FOR AMATEUR RADIO OPERATOR LICENCE

1. Class Options:

Please tick category of licence being sought.

- i. **Beginner:** persons who intend to write the Beginner Level Examinations to operate station(s) which have an output power of not more than 100 watts.
- ii. **Intermediate:** persons who intend to write the Intermediate Level Examinations to operate station(s) which have an output power of not more than 250 watts.
- iii. **Advanced:** persons who intend to write the Advanced Level Examinations to operate station(s) which have an output power of not more than 1000 watts.

2. Will you operate your own equipment? YES / NO

If yes, complete Equipment Specification in **Annex A**.

3. Do you hold an Amateur Radio Operator licence in Ghana or another jurisdiction? YES / NO

If yes, attach a copy (If the copy is not in English attach a certified translated copy) and tick corresponding class level in Ghana.

- i. Beginner
- ii. Intermediate
- iii. Advanced

If No, when do you intend taking the Amateur Examination in Ghana?

(State preferred Month).....

4. Do you belong to an Amateur Club? YES / NO

If yes, provide details of Club:

4.1 Name of Club.....

4.2 Call Sign of Club Station

4.3 Location of Club Station

4.4 Club Contact Person:

Telephone No: Mobile Phone No:

Fax No: E-mail:

I hereby apply for a Licence to operate an Amateur Radio Station as detailed below:

5. PERSONAL DETAILS OF APPLICANT

Surname of Applicant:

Other Name(s) of Applicant:

Date of Birth: Age: Sex:

Place of Birth: Nationality:

5.1 Postal Address:

Box No:

Location:

District:

Town/City:

Region:

Country:

5.2 Physical Address:

Street:

Location:

District:

Town/City:

Region:

Country:

5.3 Electronic Contact Information:

Telephone No: Mobile Phone No:

Fax No: E-mail(s):

5.4 Details of Schools/Colleges/Universities Attended with dates:

INSTITUTION ATTENDED	DATE (month/year)	
	From	To

Details of present and past employment (if self-employed give details of employment). If student, indicate N/A if school is stated in 5.4 above.

NAME OF EMPLOYER	POSITION HELD	DATES	
		From	To

Have you ever been convicted of any crime? YES / NO

If YES, give details:

.....

.....

Details of Parents:

	FATHER	MOTHER
Name		
Nationality		
Address		

DECLARATION:

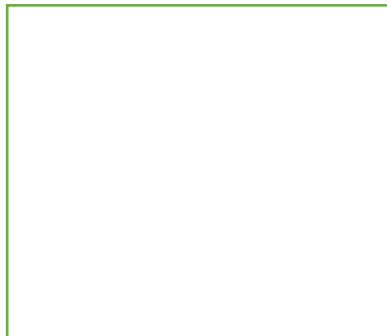
I ,.....agree to abide by the provisions of the Radio Regulations of the ITU and other communication laws of the Republic of Ghana, guidelines and all directives issued by the National Communications Authority when granted the licence to operate as a radio amateur in Ghana.

I hereby certify that the information supplied in this application is true in all respects and I hereby commit that upon grant of the Authorisation, I shall abide by the terms and conditions upon which the Authorisation is granted. I accept that my Authorisation, may be revoked and the appropriate penalty applied if it is established that I have been granted an Authorisation based on incorrect information.

Signed _____

Date _____

Certified Passport Photographs (2 copies) of applicant



ANNEX A

SPECIFICATION OF THE RADIO NETWORK

Location of Station.....

Type of Modulation.....

Bandwidth.....

EQUIPMENT SPECIFICATION.

	EQUIPMENT 1	EQUIPMENT 2	EQUIPMENT 3
Make			
Model			
Equipment Type ¹			
Serial No			
Lower Freq. (MHz)			
Upper Freq. (MHz)			
Power To Antenna ²			
No. Of Preset Channels			
Channel Separation(MHz)			
RX Selectivity ³			
RX Sensitivity (dBm) ⁴			
Capacity (Mbits/Sec) ⁵			
Call Sign ⁶			
Tx Gain Range(dB)			
Tx Threshold level (dBm)			
Channel Bandwidth			
Others			

¹ Transmitter, Receiver(Alignment Signal Locator) or Transceiver

² Required for transceivers and transmitters

³ Required for transceivers and transmitters

⁴ Required for transceivers and transmitters

⁵ Only used for Fixed links(Minimum Coupling Loss)

⁶ Required for transceivers and transmitters

ANTENNA INFORMATION.

	Antenna 1	Antenna 2	Antenna 3
Make			
Model			
Antenna Gain(dB)			
Beam Width H(deg)			
Beam Width V(deg)			
Frequency (MHz)-L			
Frequency(MHz)-U			
Directivity ⁷			
Antenna Type ⁸ (Annex B)			
Polarization ⁹ (Annex B)			
Tilt Angle(deg)			
Height (m) ¹⁰			
Main Lobe Azimuth(deg) ¹¹			
Line Attenuation(dB) ¹²			
Cable Type ¹³			
Feed Length(m) ¹⁴			
Antenna Diameter(m) ¹⁵			
Elevation (-90-+90)			

⁷ "Directional" or "Non-directional"

⁸ Antenna Type Code (Annex B)

⁹ Antenna Polarization Code (Annex B)

¹⁰ Antenna Height (Above Ground Level), Required for (TBL, RCL, SAT/Satellite, MCL)

¹¹ Required for (TBL, RCL, SAT/Satellite, MCL)

¹² Required for (TBL, RCL, SAT/Satellite, MCL)

¹³ Required for (TBL, RCL, SAT/Satellite, MCL)

¹⁴ Required for (TBL, RCL, SAT/Satellite, MCL)

¹⁵ Required for (SAT/Satellite)

ADDITIONAL SITE INFORMATION

1	Station Name	
2	Assigned Frequency	
3	Site Location	
4	Town/City	
5	Site Altitude (m)	
6	Building Height (m)	
7	Path Length/STL(m)	
8	Latitude(deg, min, sec)	
9	Longitude(deg, min, sec)	
10	Other(s)	

Hours of Operation Requested (Time & Duration)

Name and Address of Importer of Equipment

Who will Install and Maintain the Equipment

1. What Qualification for this purpose has the person

2. Who will Operate the Equipment

3. When is the system expected to be operational

4. Enclosed are the following documents to support my/our application
 a.
 b.
 c.

5. Additional Information

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DECLARATION:

I/We hereby testify that the information given above is correct.

I/We am/are aware of the consequences of giving false information.

Date Signature

ANNEX B – ANTENNA

1. ANTENNA POLARIZATION:

Antenna Polarization	
Code	Description
CL	Left-hand circular or indirect
CR	Right-hand circular or direct
E	Elliptical
H	Horizontal Linear
L	Linear
M	Mixed
SL	Left-hand slant
V	Vertical Linear

2. ANTENNA TYPES:

Antenna Types	
Antenna Code	Description
CA	Curtain Antenna
CFHD	Center-fed Horizontal Dipole
CFVD	Center-fed Vertical Dipole
CG	Constant Gain
CL	Crossed Loop
HD	Horizontal Dipole
HLP	Horizontal Log-Periodic

Antenna Types	
Antenna Code	Description
HY	Horizontal Yagi
IL	Inverted L
IR	Interlaced Rhombic
OD	Omni Directional
PD	Parabolic Dish
SHL	Small Horizontal Loop
SR	Sloping Rhombic
SVL	Small Vertical Loop
TR	Terminated Rhombic
TSV	Terminated Sloping Vee
VLP	Vertical Log-Periodic
VLPA	Vertical Log Periodic Array
VM	Vertical Monopole