



APPLICATION FORM FOR THE VALIDATION OR EXTENSION OF VALIDATION OF A THIRD COUNTRY LICENCE UNDER ANNEX III OF THE EASA AIRCREW REGULATION

Please read the Guidance Notes at Section 12 before completing this form

Please complete in BLOCK CAPITALS using black or dark blue ink

FALSE REPRESENTATION STATEMENT
It is an offence to make, with intent to deceive, any false representations for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. Persons so doing render themselves liable, on summary conviction, to a severe fine and/or imprisonment.

1. APPLICANT DETAILS	
Surname:	Forename(s):
Date of Birth:	Nationality:
Town of Birth:	Country of Birth:
Permanent Address:	
Telephone:	Mobile telephone:
e-mail:	
Address for Correspondence (if different from above):	

2. MEDICAL FITNESS			
Class of Medical Certificate held	Date of last Medical	Date of Expiry	DCA Use Only

3. DETAILS OF OPERATING COMPANY/EMPLOYER (Commercial Activities only)
Name of Operating Company/Employer:
Address:
Telephone Number: E-mail:

Note 1: If applying for validation for non-commercial purposes, proceed to Section 5

Note 2: If applying for extension of an existing validation certificate, proceed to Section 10

4. VALIDATION REQUIREMENTS (Commercial Activities only)	
Capacity in which flight crew member will be employed:	
P1 (Pilot in Command) <input type="checkbox"/>	P2 (Co-pilot) <input type="checkbox"/>
Activity for which validation is required:	
Acceptance flight <input type="checkbox"/>	Ferry flight <input type="checkbox"/>
Commercial Air Transport <input type="checkbox"/>	Initial line flying <input type="checkbox"/>
Delivery flight <input type="checkbox"/>	Test flight <input type="checkbox"/>
Demonstration flight <input type="checkbox"/>	Instructional flight <input type="checkbox"/>
Display flight <input type="checkbox"/>	Other commercial activity <input type="checkbox"/>
Description of other commercial activity:	
.....	
Privileges applied for (Aeroplanes):	
Commercial air transport in multi-pilot aeroplanes as PIC	<input type="checkbox"/>
Commercial air transport in multi-pilot aeroplanes as co-pilot	<input type="checkbox"/>
Commercial air transport in single-pilot aeroplanes as PIC	<input type="checkbox"/>
Commercial air transport in single-pilot aeroplanes as co-pilot	<input type="checkbox"/>
Exercise of privileges in aeroplanes in operations other than commercial air transport	<input type="checkbox"/>
Privileges applied for (Helicopters):	
Commercial air transport in multi-pilot helicopters as PIC in VFR and IFR operations	<input type="checkbox"/>
Commercial air transport in multi-pilot helicopters as PIC in VFR operations	<input type="checkbox"/>
Commercial air transport in multi-pilot helicopters as co-pilot in VFR and IFR operations	<input type="checkbox"/>
Commercial air transport in multi-pilot helicopters as co-pilot in VFR operations	<input type="checkbox"/>
Commercial air transport in single-pilot helicopters as PIC	<input type="checkbox"/>
Exercise of privileges in helicopters in operations other than commercial air transport	<input type="checkbox"/>
Description of other commercial activity:	
.....	
End date for validation (if less than 12 months): (dd/mm/yyyy)*	
*The issue date for the validation will be taken from the date of completion of the skill test	

5. PARTICULARS OF NON-EU LICENCE		
Licence to be validated	Country of Issue	
	Type of Licence	
	Licence number	
	Date of issue	
	Date of expiry	
	Date of last medical examination	
	Limitations or endorsements	
Radio Telephony Operator's Licence	Licence Number	
Instrument Rating	Date of issue	
	Date of last check	

6. FLIGHT EXPERIENCE				
			Aeroplanes	Helicopters
All applicants	Total flying experience	Total as pilot in command		
		Total as co-pilot		
		Aircraft Type		
Commercial Air Transport Operations	Total Single <input type="checkbox"/> Multi <input type="checkbox"/> Pilot experience *Tick as applicable	Pilot in command (PIC)		
		PIC in preceding 12 months		
		Co-pilot		
		Co-pilot in preceding 12 months		
		Total hour of seaplane operation		
			Aeroplanes (other than TMG)	Helicopters
Other Commercial Activities	Total flying experience	PIC		
		Co-pilot		
	Hours in activity required			
	Hours in activity required in preceding 12 months			
		Total		
DCA Use Only:				

7. LANGUAGE PROFICIENCY						
Language	Date	Level	Pass		Examiner's Name & Signature	Reference Number
			Yes	<input type="checkbox"/>		
			No	<input type="checkbox"/>		

The above examinations were completed at(Test location)

8. CONFIRMATION OF SKILL TEST

I certify that (name) has satisfactorily completed as a skill test the class/type revalidation requirements of Part-FCL relevant to the privileges of a PPL CPL ATPL and ,in the case of non-commercial activities with an instrument rating, the skill test for the IR in the following aircraft category:

Aeroplane Airship Balloon Helicopter

I further certify that the applicant has demonstrated to me a satisfactory knowledge of the parts of Part-OPS and Part-FCL relevant to the privileges applied for.

Examiner's Name: Examiner's Number. ;

Authorising Competent Authority:Date of Examiner's Briefing (if applicable):

Signature (Examiner): Date:

Note: Examiners are reminded that they must complete the Examiner's Report Form and submit this to the Licensing Department within 14 working days from the skill test
Applicants are advised that the licence will not be issued until the corresponding Examiner's Report Form is received

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

9. CONFIRMATION OF THEORETICAL KNOWLEDGE (non-commercial activities only)

I certify that (name) has demonstrated a level of knowledge appropriate to the holder of a PPL in the following subjects:

All candidates		Instrument Rating privileges only	
Air Law	<input type="checkbox"/>	Aeronautical weather codes	<input type="checkbox"/>
Human Performance	<input type="checkbox"/>	Performance (IR)	<input type="checkbox"/>
		Flight Planning	<input type="checkbox"/>

Approved Training Organisation (ATO): ATO approval No.:

Competent authority issuing approval:

Head of Training's Name:

Signature (Head of Training): Date:

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

10. APPLICATION FOR EXTENSION TO VALIDATION

To be completed if the application is for the extension of an existing validation certificate

I confirm that (name) has commenced a course of training towards the issue of a Part-FCL CPL ATPL IR

It is expected that the applicant will apply for the licence by (dd/mm/yyyy). The applicant is requesting an extension to the above validation in accordance with the terms set out in Annex III to Commission Regulation (EU) No. 1178/2011 as amended.

Approved Training Organisation (ATO): ATO approval No.:

Competent authority issuing approval:

Head of Training's Name:

Signature (Head of Training): Date:

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

11. DECLARATION OF APPLICANT (tick as appropriate)

I DECLARE that: (complete a., b., or c. as appropriate)

a. I live in Cyprus

b. The principal place of business of the operator I am employed by is located at:
..... (please give address)

c. the aircraft for which I require validation is registered as:

I have read and understood the Part-FCL and EU-OPS, JAR-OPS 3 or Part-OPS (as applicable) implementing rules relevant to my licence and the proposed operations

I have not been issued with a validation previously under European Commission Regulation (EU) No. 1178/2011 as amended

I have not previously had a validation refused, suspended or revoked by any EU member state

Applicant's Signature: Date:

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

12. GUIDANCE NOTES

1. The validation of flight crew licences granted by ICAO Contracting States is in accordance with the provisions of Annex III to the EASA Aircrew Regulation (Commission Regulation (EU) No. 1178/2011 of 3 November 2011 as amended) for the time being in force, and with the standard set out in paragraph 1.2.2 of Annex 1 (Personnel Licensing) 6th Edition to the Convention on International Civil Aviation. The process for the validation of flight crew licences issued by Member States of the European Union is in accordance with Annex III to the EASA Aircrew Regulation.
2. A third country licence may be validated for a period not exceeding 1 year provided that the basic licence remains valid. This period may only be extended once by the competent authority that issued the validation when, during the validation period, the pilot has applied, or is undergoing training, for the issuance of a licence in accordance with Part-FCL. The extension may cover the period of time necessary for the licence to be issued in accordance with Part-FCL.
3. Before a licence is validated, it must have the aircraft type(s) or class(es) for which the validation is required, specified in the Aircraft Rating.
4. Applications for a Certificate of Validation for commercial activities may be submitted via the employer/operating company whose principal place of business is in the Cyprus on behalf of the holder of a non-EU professional pilot's licence whose service they wish to utilise. Certificates of Validation, when issued, must be passed to the licence holder who should retain it with the licence to which it relates, so that both may be produced on request to a person so authorised.
5. A Letter of Verification is required from the Authority that issued the licence to confirm:
 - a. that the person with the specified name and date of birth holds a valid licence;
 - b. the licence held (e.g. ATPL(A), CPL(H));
 - c. that the licence complies with ICAO Annex 1;
 - d. the validity and expiry dates of the licence and the ratings included in the licence;
 - e. the validity and expiry dates of the associated Medical Certificate;
 - f. the current ICAO level of language proficiency in English;
 - g. that ICAO ATPL knowledge has been demonstrated for CPL holders wishing to obtain a validation for commercial air transport in multi-pilot aeroplanes/helicopters as co-pilot.
6. Evidence of experience (certified by the operator if applicable.) This does not apply to airships and specific tasks of limited duration.

13. SUBMISSION INSTRUCTIONS

Send the completed application to:

The Licensing Officer
Ministry of Communications & Works
Department of Civil Aviation
Nicosia, Cyprus

Please note that failure to provide all the necessary documentation may lead to a delay in processing the application.

To apply for the grant of a LAPL(A) or PPL(A) the following additional information is required to be provided:

1. Examiner's Report form;
 2. Valid Medical Certificate issued in accordance with Part-MED (Validity date must be sufficient to cover the anticipated certificate issue date);
 3. Evidence of identity. (Current passport, Birth Certificate or Cyprus Identity card);
 4. Actual flying logbooks, which must be certified at the last appropriate entry by the Head of Training /CFI;
 5. Originals of all non-EASA licences. Photocopies are not acceptable;
 6. Letter of verification from the Authority that issued the licence (see Guidance Note 5 above)
- Additionally, if training and/or testing has taken place outside of Cyprus:
7. Copy of Part-ORA Approved Training Organisation approval certificate;
 8. Copy of Examiner's approval certificate and licence