

**APPLICATION FORM FOR EASA THEORETICAL KNOWLEDGE EXAMINATIONS****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:
ID or Passport Number:	Country of Birth:
Permanent Address:	
Mobile telephone:	e-mail:
Name of Approved Training Organisation or Declared Training Organisation:	
Date(s) of examination requested:	Date of examination 1 st attempt:

2. EXAMINATION DETAILS – ONLY FOR PPL			
Aircraft Category: Aeroplane <input type="checkbox"/> Helicopter <input type="checkbox"/>			
Subject	✓	Attempt No.	DCA Use
Air Law	<input type="checkbox"/>		
Human Performance & Limitations	<input type="checkbox"/>		
Navigation	<input type="checkbox"/>		
Meteorology	<input type="checkbox"/>		
Aircraft General Knowledge	<input type="checkbox"/>		
Operational Procedures	<input type="checkbox"/>		
Principles of Flight	<input type="checkbox"/>		
Communications	<input type="checkbox"/>		
Flight Performance & Planning	<input type="checkbox"/>		

3. EXAMINATION DETAILS				
Aircraft Category: Aeroplane <input type="checkbox"/> Helicopter <input type="checkbox"/>				
Licence: CPL <input type="checkbox"/> ATPL <input type="checkbox"/> IR <input type="checkbox"/>				
Subject	✓	Sitting No.	Attempt No.	DCA Use
010 - Air Law	<input type="checkbox"/>			
021 - Aircraft General Knowledge (airframes/systems/powerplant)	<input type="checkbox"/>			
022 - Aircraft General Knowledge (Instrumentation)	<input type="checkbox"/>			
031 - Flight Performance & Planning - Mass & Balance	<input type="checkbox"/>			
032 - Flight Performance & Planning – Performance (Aeroplanes)	<input type="checkbox"/>			
033 - Flight Performance & Planning – Flight Planning & Monitoring	<input type="checkbox"/>			
034 - Flight Performance & Planning – Performance (Helicopters)	<input type="checkbox"/>			
040 - Human Performance	<input type="checkbox"/>			
050 - Meteorology	<input type="checkbox"/>			
061 - General Navigation	<input type="checkbox"/>			
062 - Radio Navigation	<input type="checkbox"/>			
070 - Operational Procedures	<input type="checkbox"/>			
081 - Principles of Flight (Aeroplanes)	<input type="checkbox"/>			
082 - Principles of Flight (Helicopters)	<input type="checkbox"/>			
090 – Communications	<input type="checkbox"/>			

4. ATO/DTO CERTIFICATION

I certify that (name) _____ has completed a course of theoretical knowledge training for the examinations applied for in Section 2 OR Section 3 . I further certify that I have confirmed that the applicant has completed the appropriate elements of the training course to a satisfactory standard and is recommended to take the examinations

Approved/Declared Training Organisation (ATO/DTO):

ATO/DTO Approval No.:

Competent Authority issuing Approval:

Name of Head of Training:

Signature of Head of Training:

Date:

Training Organisation Stamp

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

5. DECLARATION OF APPLICANT

I DECLARE that the information given on this form is correct. I have fully reviewed all Guidance Notes and have submitted all of the necessary paperwork for my application to be considered.

Applicant's Signature:

Date:

PLEASE REFER TO FALSE REPRESENTATION STATEMENT ON PAGE 1

6. PAYMENT METHOD

Please complete and submit form LIC/ACC/01 as per instruction on section 7 of this form.

7. SUBMISSION INSTRUCTIONS

Send by post the completed application to: Cyprus Department of Civil Aviation
Licensing Department
27 Pindarou str, 1060, Nicosia, Cyprus

Or by email to: eld@dca.mcw.gov.cy

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

To apply for EASA Theoretical Knowledge Examinations the following additional information is required to be provided:

1. Evidence of identity. (Current passport or Cyprus Identity card);

If training was conducted by a non Cyprus DCA approved Training Organisation:

2. Theoretical Knowledge Course Completion Certificates

3. Copy of Part-ORA ATO/Part-DTO approval certificate

Note: where copies are provided these should be certified as "True Copies" as per Section B of Guidance Notes.

If you are unable to find the information you require please contact our Licensing team on +35722404126/+35722404128 or email at eld@dca.mcw.gov.cy

**APPLICATION FORM FOR EASA THEORETICAL KNOWLEDGE EXAMINATIONS
GUIDANCE NOTES**

A. General Guidance

In order for the Licensing Section to process your license application as quickly as possible, it is important that you complete the application form correctly and submit all the required supporting documentation.

The application form and this guidance document, covers theoretical knowledge examinations for all license categories. Please work your way through the guidance note and ensure that you read and fully digest the information applicable to your application.

This document will give guidance on:

1. Where to apply for your examination
2. How to contact us if you have a query
3. Supporting documentation required with the application
4. How to complete each section of the application form

B. Guidance for Certification of Original Documents

The following people can act as 'certifiers':

- Head of Training or Compliance Manager of Approved/Declared Training Organisation.

Instructions for the certifier of your original documents are as follows:

1. Insert on the copy to be enclosed with the application: 'I have seen the original document and I certify that this is a complete and accurate copy of the original'.
2. Insert signature and date.
3. Certifier's name must be printed in block capitals.
4. Must include position or capacity, e.g. Head of Training

C. How to complete each section of the application form

General

All applicants are strongly advised to read European Commission Regulation (EU) No. 1178/2011 as amended, which describes in detail the requirements for the grant of an EASA PART-FCL Flight Crew License and any relevant Aeronautical Information Circulars before completing this form.

Section 1 – Date of Examination

Refer to relevant AIC or contact DCA for examination schedule

Section 5 – Declaration of Applicant

This section must be completed after reviewing all information entered on the application form.

Section 6 – Payment Methods

Payment may either be in cash/credit card at the Account Section of DCA or by a Cheque payable to the Director of the DCA. Please enclose copy of receipt form LIC/ACC/01 with your application of submission.

Applicable Fees and Charges are published at DCA official website.