



Form. No. ECON.ACW.F.FCL.835
AMDT No. 1
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Issue Date: 28/10/2025

**PART-FCL BASIC INSTRUMENT
RATING (BIR)
APPLICATION & SKILL TEST REPORT
FORM**

Part 1 – APPLICATION

NOTE: It is an offence for a person to make, procure to be made, or assist in making any false representations for the purpose of procuring for any reason the issue, validation, extension or re-issue of a licence or the issue, renewal or revalidation of a rating, authorisation or certificate, whether for that person or any other person.

MySRS Reference Number: IAA - -

Please register and setup an account at <https://iaa.mysrs.ie/auth/sign-in>

*** MySRS is being used for online payments only***

Please do not send application documents to MySRS, this is to be used for payment methods only at this time.

**READ THE SUBMISSION GUIDANCE ON PAGE 3 BEFORE COMPLETING THIS FORM.
Failure to comply with the Instructions will result in rejection of your application.**

Please complete the form in BLOCK CAPITALS having read the guidance notes attached to this form.

1. APPLICANT DETAILS

To be completed by the applicant

Surname: First Name(s):

Title (Mr / Mrs / Ms etc.): Date of Birth (dd/mm/yyyy):

Permanent address (to be entered on the licence):

..... Postcode:

Contact Tel. No.: E-mail address:

Address for correspondence (if different from above):

..... Postcode:

Declaration: I understand that I am taking a Skill Test for the purpose indicated in section 3 below.

Applicant Signature: **Date:**

2. DETAILS OF EXISTING IAA AND ICAO FLIGHT CREW LICENCE(S) HELD

To be completed by the applicant

State of Issue	Type of Licence (e.g. PPL, CPL, MPL, ATPL etc.)	Category of Licence (e.g. Aeroplane, Helicopter etc.)	Licence No.	Expiry Date

3. APPLICATION

To be completed by the applicant

I hereby apply for the: (Tick✓)

Issue of a BIR (SE) ☐ Issue of a BIR (ME) ☐ Extension of a BIR (SE) to BIR (ME) ☐

If applying for the issue of a BIR on conversion of a valid IR(A) issued by a 3rd country i.a.w. ICAO Annex 1, please tick this box ☐

I declare that the information provided on this form is true to the best of my knowledge and belief.

Signature of Applicant: Date:

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4. EU PART-MED MEDICAL CERTIFICATE

To be completed by the applicant

State of Issue	Class	Date of most recent Medical examination	Expiry Date	AME Name, Medical Centre & Location	AME No.	Details of any Limitations / Endorsements	IAA use only
Part-MED Class 2 Medical Certificate holders only: Expiry date of Audiogram ____ / ____ / ____							

5. BIR COURSE COMPLETION CERTIFICATE (not for ICAO IR holders)

To be completed by the ATO

This Certificate must be completed by the Head of Training (or nominated signatory) of the ATO that conducted the BIR course of training.

I certify that (name) has satisfactorily completed a course of training for the issue of a Basic Instrument Rating (BIR), in accordance with Commission Regulation (EU) No 1178/2011 (as amended), Annex I (Part-FCL), FCL.835 and as summarised below

Theoretical Knowledge Instruction	From (Date): To (Date):
Flight Instruction:	Module 1: Date started: Date completed: Flight training (Hours): Aircraft FSTD: (FSTD ID No.(s)):
	Module 2: Date started: Date completed: Flight training (Hours): Aircraft FSTD: (FSTD ID No.(s)):
	Module 3: Date started: Date completed: Flight training (Hours): Aircraft FSTD: (FSTD ID No.(s)):
	Module 4 (ME only): Date started: Date completed: Flight training (Hours): Aircraft FSTD: (FSTD ID No.(s)):
	Note: If the applicant does not hold a ME aeroplane class or type rating on the IAA licence, ME training as specified in Subpart H of Part-FCL must be completed & documented in form ECON.ACW.F.147A
Credit for flight training completed outside the ATO	No. of flight hours credited: Module 1: Module 2: Module 3: Module 4: Note: If instrument flight instruction has been completed by an IRI(A) or FI(A) outside the ATO, this training needs to be documented within a specific training record and signed by the instructor.
Recommendation for Skill Test	Recommended by (Name): Lic. No.:
ATO Details:	ATO Name: ATO No.: Competent Authority of ATO: Name of Head of Training or Authorised Signatory: Position: Signature of Head of Training or Authorised Signatory: Date:



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6. CERTIFICATE OF FURTHER TRAINING (if applicable)

To be completed by the ATO

I certify that (name) has completed further training (where specified by the Examiner) following a previous partial pass or failure of the BIR skill test. I recommend the applicant for a BIR skill test.

Name of Head of Training:

Signature of Head of Training: Date:

Name of Approved Training Organisation (ATO) ATO No.

Competent Authority of ATO

7. FLIGHT TIME UNDER IFR (ICAO IR holders only)

To be completed by the applicant

	Part-FCL minima (hours)	Hours completed	IAA use only
Flight time under IFR as Pilot-in-Command on Aeroplanes	25		

8. THEORETICAL KNOWLEDGE (not for ICAO IR holders)

To be completed by the applicant

Level of examinations passed (e.g. BIR, IR or ATPL(A))	EASA Member State under whose authority exams were passed	Date of final examination pass	Expiry date of examination pass (IR or ATPL(A) levels only)	IAA use only

9. ENGLISH LANGUAGE PROFICIENCY (ELP)

To be completed by the applicant

ELP Level endorsed on IAA Pilot Licence	Expiry date (if applicable)	IAA use only

10. BIR SKILL TEST

To be completed by the applicant

Date of BIR Skill Test pass	Name of Examiner	Examiner Number	Competent Authority of Examiner	IAA use only



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PART 2 – EXAMINER REPORT FOR BIR SKILL TEST

Name of Applicant: Date of Birth: (dd/mm/yyyy)

Applicant's signature:

I certify that I have examined the training records and pilot logbook(s) of (name)
and that the entries contained therein meet, in full, the pre-requisites and training requirements for the issue of a Part-FCL Basic
Instrument Rating (BIR). I have made the applicant aware of the consequences of providing incomplete, inaccurate or false information
related to their training and flight experience.

For ICAO IR(A) holders only: The applicant has demonstrated orally to me during the skill test that they have acquired an adequate
level of theoretical knowledge of air law, meteorology, and flight planning and performance Yes ☐ No ☐

Examiner's Name: Examiner Number:

Issuing Competent Authority: Date of Skill Test Notification to the IAA:/...../.....
(of Examiner Certificate)

Examiners signature:

DETAILS OF FLIGHT(S)

Attempt No.						
Date	Aeroplane Type / FSTD type	A/C Registration / FSTD ID. No.	Location	Block Times Departure Arrival		Duration

Result: Pass ☐ Partial Pass ☐ Fail ☐

Partial pass / Fail only: If applicable, specify any further training required (hours) prior to re-test:

A/C FSTD Ground

Comments

Partial Pass Re-test						
Date	Aeroplane Type / FSTD type	A/C Registration / FSTD ID. No.	Location	Block Times		Duration
				Departure	Arrival	

Result: Pass ☐ Fail ☐

Fail only: If applicable, specify any further training required (hours) prior to re-test:

A/C FSTD Ground

Comments



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Use of checklist, airmanship, anti-icing/de-icing procedures, etc., apply in all sections

- ° Must be performed by sole reference to instruments
* May be performed in an FFS, FTD 2/3 or FNPT II
+ May be performed in either Section 4 or Section 5.
++ To establish PBN privileges one approach in either Section 4 or Section 5 shall be an RNP APCH. Where an RNP APCH is not practicable, it shall be performed in an appropriately equipped FSTD.

Section 1 – Pre-flight operations and departure

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Use of flight manual (or equivalent) especially a/c performance calculation, mass and balance					
b	Use of Air Traffic Services document, weather document					
c	Preparation of ATC flight plan, IFR flight plan/log					
d	Identification of the required navaids for departure, arrival and approach procedures					
e	Pre-flight inspection					
f	Weather Minima					
g	Taxiing					
h	PBN departure (if applicable): - Check that the correct procedure has been loaded in the navigation system; and - Cross-check between the navigation system display and the departure chart.					
i	Pre-take-off briefing, Take-off					
j(°)	Transition to instrument flight					
k(°)	Instrument departure procedures, including PBN departures, and altimeter setting					
l(°)	ATC liaison - compliance, R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature

Section 2 – General handling (°)

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Control of the aeroplane by reference solely to instruments, including: level flight at various speeds, trim					
b	Climbing and descending turns with sustained Rate 1 turn					
c	Recoveries from unusual attitudes, including sustained 45° bank turns and steep descending turns					
d(*)	Recovery from approach to stall in level flight, climbing/descending turns and in landing configuration					
e	Limited panel: stabilised climb or descent, level turns at Rate 1 onto given headings, recovery from unusual attitudes					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature



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Section 3 – En-route IFR procedures(°)

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Tracking, including interception, e.g. NDB, VOR, or track between waypoints					
b	Use of navigation system and radio aids					
c	Level flight, control of heading, altitude and airspeed, power setting, trim technique					
d	Altimeter settings					
e	Timing and revision of ETAs (en-route hold, if required)					
f	Monitoring of flight progress, flight log, fuel usage, systems' management					
g	Ice protection procedures, simulated if necessary					
h	ATC liaison — compliance, R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature

Section 3a – Arrival procedures

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Setting and checking of navigational aids, if applicable					
b	Arrival procedures, altimeter checks					
c	Altitude and speed constraints, if applicable					
d	PBN arrival (if applicable): - Check that the correct procedure has been loaded in the navigation system; and - Cross-check between the navigation system display and the arrival chart.					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature



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SECTION 4 (°) - 3D OPERATIONS (†)

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Setting and checking of navigational aids Check Vertical Path angle For RNP APCH: - Check that the correct procedure has been loaded in the navigation system; and - Cross-check between the navigation system display and the approach chart.					
b	Approach and landing briefing, including descent/approach/landing checks, including identification of facilities					
c(†)	Holding procedure					
d	Compliance with published approach procedure					
e	Approach timing					
f	Altitude, speed heading control (stabilised approach)					
g(†)	Go-around action					
h(†)	Missed approach procedure/landing					
i	ATC liaison — compliance, R/T procedures					
	Result of Section (circle as applicable)	Pass	Fail	Pass	Fail	Examiners's signature



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SECTION 5 (°) - 2D OPERATIONS (++)

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Setting and checking of navigational aids For RNP APCH: - Check that the correct procedure has been loaded in the navigation system; and - Cross-check between the navigation system display and the approach chart.					
b	Approach and landing briefing, including descent/approach/landing checks, including identification of facilities					
c(+)	Holding procedure					
d	Compliance with published approach procedure					
e	Approach timing					
f	Altitude/Distance to MAPT, speed, heading control (stabilised approach), Stop Down Fixes (SDF(s)), if applicable					
g(+)	Go-around action					
h(+)	Missed approach procedure/landing					
i	ATC liaison — compliance, R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature

Section 6 – FLIGHT WITH ONE ENGINE INOPERATIVE (multi-engine aeroplanes only) (°)

		1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Simulated engine failure after take-off or on go-around					
b	Approach, go-around and procedural missed approach with one engine inoperative					
c	Approach and landing with one engine inoperative					
d	ATC liaison — compliance, R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	Examiners's signature



GUIDANCE NOTES & SUBMISSION INSTRUCTIONS

Guidance Notes for Part 1

All sections of Part 1 of the application form must be completed by the applicant personally, except where indicated.

In order for the IAA to process the application as quickly as possible, it is important that the application form is completed correctly. Please complete the application form in conjunction with the following guidance notes.

Section 1 – Applicant Details

The permanent address will be entered on your pilot's licence, and will also be the address to which the licence pages will be sent. If you want the licence pages sent to an alternative address, please enter the details under 'address for correspondence'.

Section 2 – Details of existing IAA & ICAO Flight Crew Licence(s) held

Please enter details of your IAA licence, and your ICAO licence if converting an IR.

Section 3 – Application

Please indicate which BIR you are applying for

Section 4 – EU Part-MED Medical Certificate

Please enter details of your valid EU Part-MED Class 1 or 2 Medical Certificate. Holders of a Class 2 medical certificate should also enter the Audiogram expiry date.

Section 5 – BIR Course Completion Certificate

This section must be completed by the Head of Training of the ATO.

Section 6 – Certificate of Further Training

This section must be completed by the Head of Training of the ATO where a previous attempt at the BIR skill test resulted in a partial pass or fail and the examiner specified the need for further training before re-test / further attempt.

Section 7 – Flight time under IFR

For ICAO IR conversions only. Please enter your PIC flight time under IFR.

Section 8 – Theoretical Knowledge

Please enter details of the theoretical knowledge examinations passed.

If the exams were NOT passed with the IAA, the IAA will verify the results with the EASA Member State under whose authority they were passed – please complete form ECON.ADMIN.120A to allow us to verify your exam results. Please note that some States require a written request from both applicant & the IAA, as well as payment of a verification fee.

Section 9 – English Language Proficiency (ELP)

Please enter details of the ELP level endorsed on your IAA pilot licence, and if applicable, the expiry date.

Section 10 – BIR Skill Test

Please enter details of your BIR skill test pass.



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SUBMISSION INSTRUCTIONS (see Guidance Notes)

Send your completed application form to: Personnel Licensing Office, Irish Aviation Authority, The Times Building, 11-12 D'Olier Street, Dublin 2, Ireland.

Please enclose the following:

- ☐ All pilot logbooks
- ☐ Copy of your valid EU Part-MED Medical Certificate
- ☐ Copy of your theoretical knowledge examination results **(Not for ICAO IR(A) conversions)**
- ☐ Complete copy of the ATO Approval Certificate, including attachments/appendices. **(Not for ICAO IR(A) conversions)**
- ☐ Complete copy of the Examiner's valid Part-FCL Pilot licence and Examiner Certificate
- ☐ Copy of the Notification of Test confirmation email with the declaration signed by the Examiner.

If Applicable

- ☐ Copy of the EU-FSTD Qualification Certificate(s) for each device used for training
- ☐ Completed form ECON.ADMIN.F.120A **(If exams were passed in another EASA State and/or for ICAO IR(A) conversions)**
- ☐ Copy of ICAO flight crew licence with Instrument Rating endorsement (Temporary licences/certificates are NOT accepted) **(ICAO IR(A) conversions ONLY)**

Please note that failure to submit all required documentation may result in the return of your application.



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PAYMENT

Submissions will not be processed unless you are registered on MySRS. Please ensure you have registered and setup your account at <https://iaa.mysrs.ie/auth/sign-in> before making any further applications.

Please do not send application documents to MySRS, this is to be used for payment methods only at this time.

The current fee can be found under in the Current IAA Fees Schedule' on the IAA website (www.iaa.ie). The issue fee includes the issue of one aeroplane class or type rating. Endorsement of additional rating(s) (e.g. Night rating or additional Class rating(s)) will incur an **additional** fee per rating.

Full details of fees charged and levied by the IAA are published in the [IAA Schedule of Fees](#)

MySRS Reference Number: IAA - -

An invoice will be generated and sent to your MySRS account/email for secure online payment.

- PLEASE DO NOT SEND CASH -