



Form. No. RPPL-F FCL.935
AMDT No. 12
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Issue Date:26/03/2024

SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

SUBPART J – INSTRUCTOR APPLICATION & ASSESSMENT FORM

It is the responsibility of the applicant to ensure compliance with the most current requirements.

This suite of forms contains all forms and applications related to EU Part-FCL Instructor Certificates, except for the FCL.900.c Instructor Certificate which is only available through ATO's that have received oversight by the IAA and who are not located in a Member State.

Do not submit all pages of this document, only submit those related to your application.

Use the Page Submission Table 1. on page 5 for the appropriate pages to support your application.

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The page combinations shown below form the application pages for the Instructor Certificate you are applying for, do not submit additional/superfluous pages; For example:

- You wish to renew your TRI(A) certificate: The pages required are 49 50, 61 & 100.
- If an AoC is required with this revalidation add pages 96 – 98 as indicated on page 61.
- The only other thing required is the evidences as listed on the appropriate page – e.g. page 61

Page Submission - Table 1:

1 st select Certificate	2 nd select the Pages			
	Initial Issue	Revalidation	Renewal	Privileges
FI (A), (H), (As)	49-52, 92-95, 100	49 50, 56 & 100	49 50, 57, 92-95, 100	49 50, 53-55, 100
FI (S)	49-51, 79, 92-95, 100		49-50, 82, 92-95, 100	49 50, 80-81, 100
FI (B)	49-51, 83, 92-95, 100		49-50, 85, 92-95, 100	49 50, 84, 100
CRI	49-51, 68, 92-95, 100	49 50, 70 & 100	49 50, 70 & 100	49 50, 69 & 100
TRI (A)	49-51, 58-59, 96-98 & 100	49 50, 61 & 100	49 50, 61, 96-98, & 100	49 50, 60 & 100
TRI (H)	49-51, 58-59, 96-98 & 100	49 50, 65 & 100	49 50, 65, 96-98, & 100	49 50, 64 & 100
TRI (PL)	49-51, 58-59, 96-98 & 100	49 50, 61 & 100	49 50, 61, 96-98, & 100	49 50, 60 & 100
SFI (A)	49-51, 58-59, 96-98 & 100	49 50, 63 & 100	49 50, 63, 96-98, & 100	49 50, 62 & 100
SFI (H)	49-51, 58-59, 96-98 & 100	49 50, 67 & 100	49 50, 67, 96-98, & 100	49 50, 66 & 100
SFI (PL)	49-51, 58-59, 96-98 & 100	49 50, 63 & 100	49 50, 63, 96-98, & 100	49 50, 62 & 100
IRI (A)	49-51, 71, 92-95, 99 & 100	49 50, 73 & 100	49 50, 73, 92-95, 100	49 50, 72 & 100
IRI (H)	49-51, 71, 92-95, 99 & 100	49 50, 73 & 100	49 50, 73, 92-95, 100	49 50, 72 & 100
IRI (As)	49-51, 71, 92-95, 99 & 100	49 50, 73 & 100	49 50, 73, 92-95, 100	49 50, 72 & 100
MCCI (A)	49-51, 74, 75-77 & 100	49 50, 78 & 100	49 50, 78 & 100	49 50, 78 & 100
MCCI (H)	49-51, 74, 75-77 & 100	49 50, 78 & 100	49 50, 78 & 100	49 50, 78 & 100
MCCI (As)	49-51, 74, 75-77 & 100	49 50, 78 & 100	49 50, 78 & 100	49 50, 78 & 100
MCCI (PL)	49-51, 74, 75-77 & 100	49 50, 78 & 100	49 50, 78 & 100	49 50, 78 & 100
STI (A)	49-51, 86 & 100	49 50, 88 & 100	49 50, 88 & 100	49 50, 87 & 100
STI (H)	49-51, 86 & 100	49 50, 88 & 100	49 50, 88 & 100	49 50, 87 & 100
STI (As)	49-51, 86 & 100	49 50, 88 & 100	49 50, 88 & 100	49 50, 87 & 100
MI	49-51, 89 & 100			
FTI (A)	49-51, 90 & 100			
FTI (H)	49-51, 90 & 100			

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SUBMISSION GUIDANCE

Notes:

It is an offence under the EU Regulations or the IAA (Personnel Licensing) Order (as appropriate) 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 revalidation of a rating, required by the Order, whether for that person or any other person.

Non-IAA Authorised Examiners shall attach a copy of their Licence, Medical and Examiner Authorisation with the application. Failure to provide these documents will result in the application being rejected.

You may request a change of contact details when submitting this application form – See Section 1 below. If you choose to advise the IAA of a change of contact details using this form, your details will be updated, and a new page issued for free. However, if a change of contact details is not done on the application form, this will incur a fee for change of details and issue of new pages.

APPLICATION

Section 1: Personal Details of Licence Holder

1. Use BLOCK CAPITALS and ink when filling in the form
2. Complete all parts of Section 1 – items 1 to 6.
3. If your address or contact details has changed then enter your new details and tick the box – Contact Details Changed

Section 2: Details of Instructor Applicant's Valid IAA-Issued Licence

1. The applicant shall complete the details as applicable including expiry dates
2. Applications based on experience;
 - a. The applicant shall enter the dates of validity – it is not necessary to be verified by an examiner.
3. Applications requiring an AoC:
 - a. Examiners shall verify the details with the applicant's licence, tick and initial on the applicable line and when all information has been verified sign and date at the end of section 2.
 - b. Details not verified by the examiner will result in the application being rejected

Section 3: Declaration


1. The applicant shall select the elements appropriate to the reason for making application by ticking the applicable boxes
2. If applying for an extension of privileges enter the regulation reference that applies to the new privileges sort.
3. The examiner enters the restrictions associated with the certificate if required.
4. For all revalidations the applicant shall enter the date of the previous (last) AoC they undertook.
5. The applicant signs and dates the form.

Section 4: Pre-Course Flight Experience

1. The section shall be completed for all initial Issues of Certificates
2. The applicant shall enter all the details required by entering the hours as applicable in the spaces provided. If the applicant does not have any times as specified, then enter 0.
3. If the applicant holds a Multi Engine IR enter the date of expiry for the rating in the space provided.
4. If an SFI applicant wishes instrument privileges included on the SFI Certificate, the Date and Place of IRI course completed shall be entered on the form and a copy of the course completion certificate attached with the submission.

Section 5: Pre-Entry Assessment

1. Details of the pre-entry assessment flight shall be entered on the form for all initial issues of Certificates under FCL.930.FI, SFCL.330 FI(S), BFCL.330 FI(B), FCL.930.MI

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FLIGHT INSTRUCTOR – FI: ISSUE

Section 6FI: Declaration Of Course Completion (FCL.930.FI)

1. This section shall be completed by the DTO / ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. For an initial issue certificate and accordance with FCL.910.FI(a) the FI shall have his or her privileges limited to conducting flight instruction under the supervision of an FI for the same category of aircraft nominated by the DTO or the ATO for this purpose, in the following cases:
 - (1) for the issue of the PPL and LAPL;
 - (2) in all integrated courses at PPL level, in case of aeroplanes and helicopters;
 - (3) for class and type ratings for single-pilot, single-engine aircraft, except for single-pilot high-performance complex aeroplanes;
 - (4) for the night, towing or aerobatic ratings.

While conducting training under supervision, in accordance with (a), the FI shall not have the privilege to authorise student pilots to conduct first solo flights and first solo cross-country flights.

FLIGHT INSTRUCTOR – FI: EXTENSION OF PRIVILEGES

Section 7a: FI Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the Part-FCL reference in the Extension of Privileges space in Section 3.

Special Note:

Night Rating - FCL.905.FI(f):

1. When extending privileges for the FI use pages 92 - 95 for the demonstration of ability flight.
2. FII or FIE shall use the AoC profile as the basis for the demonstration flight using as a minimum sections 1 – 3, 5, 7 and/or 8.
3. The FII or FIE shall use any of the remaining sections when appropriate.
4. Attach a full copy of the FII or FIE Pilot Licence and Instructor Certificate(s) and medical.

Towing or Aerobatic Rating - FCL.905.FI(g):

1. When extending privileges for the FI use pages 92 - 95 for the demonstration of ability flight.
2. FII or FIE shall use the AoC profile as the basis for the demonstration flight using as a minimum sections 1 – 3, 5, 7 and/or 8.
3. The FII or FIE shall use any of the remaining sections when appropriate.
4. Attach a full copy of the FII or FIE Pilot Licence and Instructor Certificate(s) and medical.

Flight Instruction for The Issue, Revalidation or Renewal of: FI, IRI, CRI, STI, MI Certificate - FCL.905.FI(j)

when extending privileges for the FI use pages 92 - 95 for the demonstration and attach copies of the FIE Licence, Certificates and medical.


FLIGHT INSTRUCTOR – FI: REVALIDATION / RENEWAL

Section 8a: FI Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Note: For at least each alternate revalidation of a FI (a) or (H) certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.

Note: Every third revalidation, in the case of FI (As), holders of the relevant FI certificate shall pass an assessment of competence in accordance with point FCL.935.

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Section 8b: FI Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

TYPE RATING INSTRUCTOR – TRI / SYNTHETIC FLIGHT INSTRUCTOR – SFI: ISSUE

Section 6.TRI/SFI Declaration of Course Completion (FCL.930.TRI OR FCL.930.SFI)

1. This section shall be completed by the ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. Enter the restrictions associated with the issue of the certificate
4. Applicants claiming credits shall provide evidence of holding the appropriate certificate and a copy shall be attached to the application form.
5. For SFI applications attach copy of LPC to show course completion

TYPE RATING INSTRUCTOR – TRI(A): PRIVILEGES

Section 7a: Tri (A) Privileges – Addition / Removal

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

Section 7b: TRI (A) Extension of Privileges to Another Type

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

TYPE RATING INSTRUCTOR – TRI(A): REVALIDATION / RENEWAL

Section 8a. TRI (A) Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.

Section 8b: TRI (A) Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

SYNTHETIC FLIGHT INSTRUCTOR – SFI(A): PRIVILEGES

Section 7a: SFI (A) Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.


SYNTHETIC FLIGHT INSTRUCTOR – SFI(A): REVALIDATION / RENEWAL

Section 8a: SFI (A) Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Section 8b. SFI (A) Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

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TYPE RATING INSTRUCTOR – TRI(H): PRIVILEGES

Section 7a: TRI (H) Privileges – Addition / Removal

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

Section 7b: Helicopter - TRI (H) Extension of Privileges to Another Type

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

TYPE RATING INSTRUCTOR – TRI(H): REVALIDATION / RENEWAL

Section 8a. TRI (H) Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Note: For at least each alternate revalidation of a TRI certificate the holder shall have to pass the assessment of competence in accordance with FCL.935.

Section 8b: TRI (H) Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

SYNTHETIC FLIGHT INSTRUCTOR – SFI(H): PRIVILEGES

Section 7a: SFI (H) Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

SYNTHETIC FLIGHT INSTRUCTOR – SFI(H): REVALIDATION / RENEWAL

Section 8a: SFI (H) Revalidation

3. Enter the expiry date of the Instructor certificate
4. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.


Section 8b. SFI (H) Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

CLASS RATING INSTRUCTOR – CRI: ISSUE

Section 6: CRI Declaration of Course Completion (FCL.930.CRI)

1. This section shall be completed by the ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. Enter the restrictions associated with the issue of the certificate
4. Applicants claiming credits shall provide evidence of holding the appropriate certificate and a copy shall be attached to the application form.

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CLASS RATING INSTRUCTOR – CRI: PRIVILEGES

Section 7a: CRI Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

CLASS RATING INSTRUCTOR – CRI: REVALIDATION / RENEWAL

Section 8a. CRI Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Note: For at least each alternate revalidation of a CRI certificate the holder shall have to pass the assessment of competence in accordance with FCL.935.

Section 8b: CRI Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

INSTRUMENT RATING INSTRUCTOR – IRI: ISSUE

Section 6: IRI Declaration of Course Completion (FCL.930.CRI)

1. This section shall be completed by the ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. Enter the restrictions associated with the issue of the certificate
4. Applicants claiming credits shall provide evidence of holding the appropriate certificate and a copy shall be attached to the application form.

INSTRUMENT RATING INSTRUCTOR – IRI: PRIVILEGES

Section 7a: IRI Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

INSTRUMENT RATING INSTRUCTOR – IRI: REVALIDATION / RENEWAL

Section 8a. IRI Revalidation

3. Enter the expiry date of the Instructor certificate
4. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Note: For at least each alternate revalidation of a CRI certificate the holder shall have to pass the assessment of competence in accordance with FCL.935.


Section 8b: IRI Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

MULTI-CREW COOPERATION INSTRUCTOR – MCCI: ISSUE

Section 6.MCCI: Declaration of Course Completion (FCL.930.MCCI)

1. This section shall be completed by the ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. Enter the restrictions associated with the issue of the certificate

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4. Applicants claiming credits shall provide evidence of holding the appropriate certificate and a copy shall be attached to the application form.
5. Enter the training device type, the Qualification number and the Competent Authority who issued the approval.

Section 6: CA-1 Instructor Assessment of Competence Report Form

1. A Continuous Assessment form shall be completed by the course tutors as the applicable part of the MCCI course is completed and submitted with the application.

MULTI-CREW COOPERATION INSTRUCTOR – MCCI: PRIVILEGES

Section 7a. MCCI Extension of Privileges

1. Indicate compliance with the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

MULTI-CREW COOPERATION INSTRUCTOR – MCCI: REVALIDATION / RENEWAL

Section 8a. MCCI Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Section 8b: MCCI Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): ISSUE

Section 6.FI(S): Declaration of Course Completion (SFCL.330 FI(S))

1. This section shall be completed by the DTO / ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.
3. For an initial issue certificate and accordance with SFCL.350 FI(S) an FI(S) shall have his or her privileges limited to conducting flight instruction under the supervision of an unrestricted FI(S) nominated by the ATO or the DTO for this purpose, in the following cases:
 - (1) for the issue of an SPL;
 - (2) for extending the privileges of an SPL to additional sailplane or TMG privileges in accordance with point SFCL.150;
 - (3) for extending the privileges of an SPL to additional launching methods in accordance with point SFCL.155; and
 - (4) for basic aerobatic, advanced aerobatic or sailplane cloud flying privileges or for the sailplane towing or banner towing rating.

Whilst conducting training under supervision, in accordance with paragraph (a), the FI(S) shall not have the privilege to authorise a student pilot to conduct his or her first solo flight or first solo cross-country flight.

FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): PRIVILEGES


Section 7a.FI(S): Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the Part-FCL reference in the Extension of Privileges space in Section 3.

FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): RECENCY

Section 8b.FI(S): Recency

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

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FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): ISSUE

Section 6.FI(B): Declaration Of Course Completion (BFCL.330 FI(B))

1. This section shall be completed by the DTO / ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.

FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): PRIVILEGES

Section 7a.FI(B): Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the Part-FCL reference in the Extension of Privileges space in Section 3.

FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): RECENCY

Section 8b.FI(B): Recency

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

SYNTHETIC TRAINING INSTRUCTOR – STI: ISSUE

Section 6.STI: Declaration Of Course Completion (FCL.330 STI)

1. This section shall be completed by the DTO / ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.

SYNTHETIC TRAINING INSTRUCTOR – STI: PRIVILEGES

Section 7a.STI: Extension of Privileges

1. Indicate the new privileges to be included on the Instructor certificate by ticking the appropriate box and ensure that the evidence of compliance is attached and included in the submission.
2. Enter the new privilege/s in the Extension of Privileges space in Section 3.

SYNTHETIC TRAINING INSTRUCTOR – STI: REVALIDATION / RENEWAL

Section 8a.STI: Revalidation

1. Enter the expiry date of the Instructor certificate
2. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

Section 8b.STI: Renewal

1. Enter the expiry date of the Instructor certificate
2. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

MOUNTAIN RATING INSTRUCTOR – MI: ISSUE

Section 6.MI: Declaration Of Course Completion (FCL.330 MI)

1. This section shall be completed by the DTO / ATO Head of Training
2. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.

FLIGHT TEST INSTRUCTOR – FTI: ISSUE


Section 6.FTI: Declaration Of Course Completion (FCL.330 FTI)

3. This section shall be completed by the DTO / ATO Head of Training
4. The Head of Training completes this section and then signs to declare the information is accurate, true and correct.

FLIGHT TEST INSTRUCTOR – FTI: REVALIDATION / RENEWAL

Section 8a.FTI: Revalidation

3. Enter the expiry date of the Instructor certificate
4. Indicate the revalidation requirement by ticking the appropriate box you are using to demonstrate compliance and attach the supporting evidence.

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Section 8b.FTI: Renewal

3. Enter the expiry date of the Instructor certificate
4. Tick the box to indicate compliance with the requirement for renewal and attach the supporting evidence.

IAA PAYMENT FORM

9. IAA Payment Form

1. A payment form shall be completed for all applications.

ASSESSMENT OF COMPETENCE – FI / CRI / IRI

ASSESSMENT OF COMPETENCE – TRI / SFI

Instructor Assessment of Competence (see AMC 3 FCL.935)


General

- 1) Except for the multi-crew cooperation instructor (MCCI), the synthetic training instructor (STI), the mountain rating instructor (MI) and the flight test instructor (FTI), an applicant for an instructor certificate shall pass an assessment of competence in the appropriate aircraft category to demonstrate to an examiner qualified in accordance with Subpart K, the ability to instruct a student pilot to the level required for the issue of the relevant licence, rating or certificate.
- 2) Section 9 of this report form reproduces the Assessment of Competence found at AMC 3 FCL.935
- 3) An Assessment of Competence for an FI, CRI or IRI or TRI (SPA) or (SPH) certificate shall only be conducted by an FIE designated by the IAA.
- 4) An Assessment of Competence for a TRI (MPA) certificate shall only be conducted by a specifically authorised TRE designated by the IAA or in the case of an SFI (MPA) certificate by a specifically authorised TRE or SFE designated by the IAA.
- 5) When an aircraft is used for the assessment, it should meet the requirements for training aircraft.
- 6) If an aircraft is used for the Assessment of Competence, the Examiner acts as the PIC, except in circumstances agreed upon by the Examiner when another instructor is designated as PIC for the flight.
- 7) During the Assessment of Competence, the applicant occupies the seat normally occupied by the instructor (instructors' seat if in an FSTD or pilot seat if in an aircraft), except in the case of balloons. The Examiner, another instructor or, for MPA in an FFS, a real crew or 'dummy crew' under instruction, functions as the 'student'. The applicant is required to explain the relevant exercises and to demonstrate their conduct to the 'student', where appropriate. Thereafter, the 'student' executes the same manoeuvres (if the 'student' is the Examiner or another instructor, this can include typical mistakes of inexperienced students). The applicant is expected to correct mistakes orally or, if necessary, by intervening physically.
- 8) The Assessment of Competence should also include additional demonstration exercises, as decided by the Examiner. The applicant should be briefed on these exercises prior to conducting the Assessment of Competence. These additional exercises should be related to the training requirements for the applicable Instructor Certificate.
- 9) Part-FCL does not specify the criteria for a 'Pass', 'Fail' or 'Partial Pass' of the Assessment of Competence for the grant of an Instructor Certificate, therefore it is the responsibility of the Examiner to determine the outcome of the assessment.

In General Examiners should apply the following guidance :

- (i) The applicant shall pass all sections of the Assessment of Competence. If any item in a section is failed, that section is failed. Failure in more than one section will require the applicant to take the entire Assessment of Competence again. Any applicant, failing only one section, shall take the failed section again (Partial Pass).

Failure in any section of the 2nd Attempt, including those sections that have been passed at the 1st attempt, will require the applicant to take the entire Assessment of Competence again.


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In summary,

- a) All sections passed = Pass.
- b) One section failed = Partial Pass
- c) More than one section failed = Fail

- 10) The Examiner may terminate the Assessment of Competence at any stage if it is considered that the applicant's demonstration of flying or instructional skills will require a complete re-test.
- 11) For Flight Instructor (FI) assessments, section 1, the oral theoretical knowledge examination part of the Assessment of Competence, is subdivided into two parts:
 - (i) The applicant is required to give a lecture under test conditions to other 'student(s)', one of whom will be the Examiner. The test lecture is to be selected from items of section 1. The amount of time for preparation of the test lecture is agreed upon beforehand with the Examiner. Appropriate literature may be used by the applicant. The test lecture should not exceed 45 minutes;
 - (ii) The applicant is tested orally by an Examiner for knowledge of items of section 1 and the 'core instructor competencies: teaching and learning' content given in the instructor courses.
- 12) Sections 2, 3 and 5 are for all FIs. These sections comprise exercises to demonstrate the ability to be an FI (for example instructor demonstration exercises) chosen by the Examiner from the flight syllabus of the FI training courses. The applicant is required to demonstrate FI abilities, including briefing, flight instruction and de-briefing.
- 13) For other category of Pilot Instructors, the Examiner must decide which competencies are not applicable to the Assessment of Competence (e.g. some items may not be applicable to IOS in FSTD). In these cases, the Examiner should tick the N/A column of section 6.
- 14) Otherwise, the Examiner should clearly write PASS or FAIL in the applicable space beside each item on the Assessment form.
- 15) Section 4 comprises additional instructor demonstration exercises for an FI for ME aircraft. This section, if applicable, is done in an ME aircraft, or an FFS or FNPT II simulating an ME aircraft. This section is completed in addition to sections 2, 3 and 5.
- 16) Copies of the report shall be submitted to or retained by:
 - (iii) The Applicant
 - (iv) The Examiner
 - (v) The Irish Aviation Authority
 - (vi) The Examiner's Competent Authority (if different).
- 17) Applicants for an Instructor Certificate shall **return the originals of the applicable application pages by post ONLY** to the Personnel Licensing Office, Irish Aviation Authority, The Times Building, 11-12 D'Olier Street, Dublin 2.


Note: The Training and Assessment of Instructors should be made against the performance standards at Appendix A to this form **"Instructor Competencies and Assessment"** (see **AMC1 FCL.920**):

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SUBMISSION CHECKLISTS:


Flight Instructor – FI: Issue. Checklist

Submission Checklist		
DO NOT apply for an FI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
For the initial Issue of certificates under FCL.930.FI, have you completed Section 5 Pre-Entry Assessment?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.FI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
If adding privileges to the initial issue instructor certificate has the Examiner of FII (as applicable) completed an Assessment of Competence for; FCL.905.FI(f) Night Instruction Privileges FCL.905.FI(g) Towing or Aerobatic Rating FCL.905.FI(h) EIR or IR FCL.905.FI(i) Single-Pilot Multi-Engine Class or Type Ratings FCL.905.FI(j) Flight Instruction for The Issue, Revalidation or Renewal of: FI, IRI, CRI, STI, MI Certificate	No	Yes
Has the examiner or FII (as applicable) provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor – FI: Extension of Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of FI privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you completed the RPPL-F-910FIC form for removal of limitations under FCL.910?	N/A	Yes
Have you completed an Assessment of Competency form for each (as applicable) privilege; FCL.905.FI(f) Night Instruction Privileges FCL.905.FI(g) Towing or Aerobatic Rating FCL.905.FI(h) EIR or IR FCL.905.FI(i) Single-Pilot Multi-Engine Class or Type Ratings FCL.905.FI(j) Flight Instruction for The Issue, Revalidation or Renewal of: FI, IRI, CRI, STI, MI Certificate	N/A	Yes
Have you attached the evidence of experience to support FCL.905.FI(e) CPL privileges?	N/A	Yes
Have you attached the evidence of experience to support FCL.905.FI(k) MPL privileges?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
Has the examiner or FII completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner or FII (as applicable) provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor – FI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an FI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
If you are revalidating / renewing have you attach a copy of ATO / DTO /CA Refresher Training course?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
<p>Note: For at least each alternate revalidation of a FI (a) or (H) certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.</p> <p>Note: Every third revalidation, in the case of FI (As), holders of the relevant FI certificate shall pass an assessment of competence in accordance with point FCL.935.</p> <p>Attach appropriate documentation to the application form to support the above or this application will be rejected</p>		

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Type Rating Instructor – TRI / Synthetic Flight Instructor – SFI: Issue. Checklist

Submission Checklist		
DO NOT apply for a TRI / SFI initial issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.TRI / SFI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Type Rating Instructor – TRI(A): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of TRI (A) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
For addition of a privilege or removal of a restricted privilege on a TRI(A) have you attached the applicable assessment of competency form?	N/A	Yes
If you are extending privileges to further Types have you attached a copy of the relevant parts of the applicable TRI course and the original assessment of competence form.	N/A	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Type Rating Instructor – TRI(A): Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of a TRI (A) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
<p>Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.</p> <p>Attach appropriate documentation to the application form to support the above or this application will be rejected</p>		

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Synthetic Flight Instructor – SFI(A): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of SFI (A) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
If you are extending to other FSTDs representing further types of the same category of aircraft have you attached a copy of the relevant parts of the applicable SFI course and the original assessment of competence form.	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Flight Instructor – SFI(A): Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an SFI (A) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are revalidating / renewing have you completed, on an FFS, the proficiency checks for the issue of the specific aircraft type ratings representing the types for which privileges are held	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Note: For at least each alternate revalidation of an SFI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935. Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Type Rating Instructor – TRI(H): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of TRI (H) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
For addition of a privilege or removal of a restricted privilege on a TRI(H) have you attached the applicable assessment of competency form?	N/A	Yes
If you are extending privileges to further Types have you attached a copy of the relevant parts of the applicable TRI course and the original assessment of competence form.	N/A	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
NOTE 1: Holders of a TRI certificate who have been issued with a type rating in accordance with FCL.725 (e) shall be entitled to have their TRI privileges extended to that new type of aircraft. NOTE 2: Before the privileges of a TRI (H) are extended from single-pilot to multi- pilot privileges on the same type of helicopters, the holder shall have at least 100 hours in multi-pilot operations on this type.		
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Type Rating Instructor – TRI(H): Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of a TRI (H) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935. Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Flight Instructor – SFI (H): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of SFI (H) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
If you are extending to other FSTDs representing further types of the same category of aircraft have you attached a copy of the relevant parts of the applicable SFI course and the original assessment of competence form.	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Flight Instructor – SFI(H): Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an SFI (H) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are revalidating / renewing have you completed, on an FFS, the proficiency checks for the issue of the specific aircraft type ratings representing the types for which privileges are held	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Note: For at least each alternate revalidation of an SFI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935. Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Class Rating Instructor – CRI: Issue. Checklist

Submission Checklist		
DO NOT apply for a CRI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.CRI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Class Rating Instructor – CRI: Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of CRI privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Class Rating Instructor – CRI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of a CRI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
<p>Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.</p> <p>Attach appropriate documentation to the application form to support the above or this application will be rejected</p>		

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Instrument Rating Instructor – IRI: Issue. Checklist

Submission Checklist		
DO NOT apply for a IRI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.CRI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Instrument Rating Instructor – IRI: Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of IRI privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Instrument Rating Instructor – IRI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an IRI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are revalidating under FCL.935 have you attached the Original Assessment of Competence?	N/A	Yes
If you are renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Note: For revalidation and renewal of an IRI certificate, the holder shall meet the requirements for revalidation and renewal of an FI certificate, in accordance with FCL.940.FI.		
Note: For at least each alternate revalidation of an IRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.		
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Multi-Crew Cooperation Instructor – MCCI: Issue. Checklist

Submission Checklist		
DO NOT apply for a MCCI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.CRI and signed the declaration?	No	Yes
Have attached all the Continuous Assessment (AMC2 FCL.935 Assessment of Competence) forms related to your course?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Multi-Crew Cooperation Instructor – MCCI: Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of MCCI privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the examiner provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Multi-Crew Cooperation Instructor – MCCI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an MCCI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating have you attach evidence of training given within the required period?	N/A	Yes
If you are revalidating / renewing have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Sailplanes – FI(S): Issue. Checklist

Submission Checklist		
DO NOT apply for an FI(S) issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
For the initial Issue of certificates under SFCL.330 FI(S), have you completed Section 5 Pre-Entry Assessment?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.FI(S) and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the DTO / ATO approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Sailplanes – FI(S): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of FI(S) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you completed an Assessment of Competency form for each (as applicable) privilege; SFCL.315 FI(S)(a)(4) TMG SFCL.315 FI(S)(a)(5) Basic Aerobatic SFCL.315 FI(S)(a)(5) Advanced Aerobatic SFCL.315 FI(S)(a)(5) Sailplane Cloud Flying SFCL.315 FI(S)(a)(5) Sailplane Towing SFCL.315 FI(S)(a)(5) Banner Towing SFCL.315 FI(S)(a)(6) TMG Flight at Night SFCL.315 FI(S)(a)(7) FI(S) Certificate	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner or FII completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner or FII (as applicable) provided copies of their licence, ratings and medical?	No	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Sailplanes – FI(S): Recency. Checklist

Submission Checklist		
DO NOT apply for Renewal of an FI(S) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are renewing by SFCL.360 FI(S)(a) have you attached the Original Assessment of Competence?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are renewing by SFCL.360 FI(S)(c) have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the DTO / ATO approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Balloons – FI(B): Issue. Checklist

Submission Checklist		
DO NOT apply for an FI(B) issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
For the initial Issue of certificates under BFCL.330 FI(B), have you completed Section 5 Pre-Entry Assessment?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.FI(B) and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the DTO / ATO approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Balloons – FI(B): Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of FI(B) privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the relevant training course completion certificate?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you attached the relevant pages of your FCL.050 & PLAM 024 compliant log book?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Have you attached a copy of the DTO / ATO approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Instructor for Balloons – FI(B): Recency. Checklist

Submission Checklist		
DO NOT apply for Renewal of an FI(B) certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are renewing by BFCL.360 FI(B)(c) have you attached the Original Assessment of Competence?	N/A	Yes
Have you attached a copy of ATO / DTO / CA Refresher Training course completion certificate?	No	Yes
If you are renewing by BFCL.360 FI(B)(d) have you attached the Original Assessment of Competence?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the DTO / ATO approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Training Instructor – STI: Issue. Checklist

Submission Checklist		
DO NOT apply for an STI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.STI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Training Instructor – STI: Privileges. Checklist

Submission Checklist		
DO NOT apply for an extension of STI privileges unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you attached a copy of the course completion certificate?	No	Yes
Have you attached a copy of the evidence of supervised training given?	No	Yes
Have you attached a copy of the passed LPC form?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Synthetic Training Instructor – STI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an STI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of the passed LPC form?	No	Yes
If renewing Have you attached a copy of the evidence of supervised training given?	N/A	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Note: For revalidation and renewal of an IRI certificate, the holder shall meet the requirements for revalidation and renewal of an FI certificate, in accordance with FCL.940.FI. Note: For at least each alternate revalidation of an IRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935. Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Mountain Rating Instructor – MI: Issue. Checklist

Submission Checklist		
DO NOT apply for an MI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
For the initial Issue of certificates under FCL.930.MI, have you completed Section 5 Pre-Entry Assessment?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.MI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	No	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Test Instructor – FTI: Issue. Checklist

Submission Checklist		
DO NOT apply for an FTI issue unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2?	No	Yes
Have you correctly identified what you are applying for?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
Have you completed Section 4 Pre-Course Flight Experience?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	No	Yes
Has the Head of Training or Approved Signatory completed all the details in Section 6.FTI and signed the declaration?	No	Yes
Has the examiner completed all sections of the Assessment of Competence?	No	Yes
Have you attached a copy of the ATO approval?	No	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		

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Flight Test Instructor – FTI: Revalidation / Renewal. Checklist

Submission Checklist		
DO NOT apply for Revalidation / Renewal of an STI certificate unless you can answer (Yes or N/A) as applicable to the following;		
Have you entered your most current contact details into Section 1?	No	Yes
If updating your contact details have you ticked the Contact Details Changed tick box?	N/A	Yes
Has the information provided by the applicant been verified by the FIE in Section 2 (for renewal only)?	N/A	Yes
Have you correctly identified what you are applying for?	No	Yes
If you are revalidating by experience have you attach evidence of training given within the required period?	N/A	Yes
Have you attached a copy of ATO refresher training course completion certificate?	No	Yes
Have you signed the declaration at Section 3?	No	Yes
If using a Non-IAA Authorised Examiner has your examiner reviewed and complied with the IAA Examiner Standardisation Briefing & Examiner Differences Document?	N/A	Yes
Has the Examiner followed the notification of test procedure?	N/A	Yes
Has the examiner completed all sections of the Assessment of Competence?	N/A	Yes
Has the examiner provided copies of their licence, ratings and medical?	N/A	Yes
Have you attached a copy of the ATO approval?	N/A	Yes
Have you attached a copy of the simulator/s approval?	N/A	Yes
Have you provided valid payment details on the payment form?	No	Yes
Attach appropriate documentation to the application form to support the above or this application will be rejected		



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FORM PAGES



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

READ THE SUBMISSION GUIDANCE ON PAGE 6 BEFORE COMPLETING THIS FORM.

Failure to comply with the Instructions will result in rejection of your application.

APPLICATION

Please complete the form in ink & BLOCK CAPITALS.

1. PERSONAL DETAILS – INSTRUCTOR APPLICANT

(To be completed by the Applicant)

Surname..... First Name(s).....

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

Permanent address.....

Postal address (as above ☐)

Contact Tel. No. Mobile Tel. No.

E-mail address.....

Date of Application:

Contact Details Changed ☐

2. DETAILS OF INSTRUCTOR APPLICANT'S VALID IAA-ISSUED LICENCE (or Expired Licence – SFI Only)

Note - This section to be completed by the applicant and verified by Examiner*

Licence type:		Aircraft Category:		Licence Number:							
TYPE / CLASS / OTHER RATING – Including any restrictions					Expiry Date(s):	Examiner Verification Tick & Initial					
Class / Type Ratings Included on the licence:	1.					<input type="checkbox"/>					
	2.					<input type="checkbox"/>					
	3.					<input type="checkbox"/>					
	4.					<input type="checkbox"/>					
	5.					<input type="checkbox"/>					
Other Ratings Included on the licence:	1.					<input type="checkbox"/>					
	2.					<input type="checkbox"/>					
	3.					<input type="checkbox"/>					
	4.					<input type="checkbox"/>					
	5.					<input type="checkbox"/>					
Examiner Signature*					Licence Number						

*Not required when revalidating by experience with no AoC



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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Go to Page Submission Table 1 on Page 5 for page combinations related the Instructor Certificate as selected below;

3. DECLARATION (tick as appropriate)

(To be completed by the Applicant)

I have received a course of training in accordance with the syllabus for the (tick as applicable):

Initial Issue ☐ / re-validation ☐ / renewal ☐ or extension of privileges ☐ of the Instructor Certificate selected below;

Indicate the category and Certificate by ticking the appropriate box below

Instructor Rating	Aeroplane	Helicopter	Powered Lift	Airship	Sailplane	Balloon
Flight Instructor (FI)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type Rating Instructor (TRI)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Synthetic Flight Instructor (SFI)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Instrument Rating Instructor (IRI)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		
Class Rating Instructor (CRI)	<input type="checkbox"/>					

AIRCRAFT CLASS /TYPE/ FSTD used for Assessment of Competence

For Restriction of Privileges – specify here

For Extension of Privileges –specify here

MCCI (A) ☐ (H) ☐ (As) ☐ (PL) ☐

MI ☐

For a Revalidation Enter Date of Last AoC:

STI (A) ☐ (H) ☐

FTI (A) ☐ (H) ☐

Date:

Applicant Declaration: I understand that I am making this application for the privilege of the Instructor role selected above ☐ and that I must undertake an Assessment of Competence ☐ (tick as applicable).

Instructor Applicant Signature:

Date:

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.

Note: European Commission Regulation (EU) No. 1178/2011 as amended, requires that an individual has all of their licences administered by the National Aviation Authority that holds their medical records (Part MED.A.030 and FCL.015).
If your current or past medical records are not held by the IAA, your application will be rejected.

For IAA Use Only:

Instructor Certificate Application Review :	Issue <input type="checkbox"/>	Do Not Issue <input type="checkbox"/>
NEW CERTIFICATE EXPIRY DATE:		
Restrictions:		
Approved by IAA Authorised Officer (Name):		
Signature:		Date:



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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Complete for ALL initial Issue of Certificates;

4. PRE-COURSE FLIGHT EXPERIENCE					(Not required for an extension of privileges,)
Total Flying Hours:	PIC Total Time:	Total Flying Hours in Preceding 6 Months	Total Instrument Instruction	Total Cross-Country Hours	Total
Total flight time on Single Pilot Aeroplanes					
Total flight time on Multi Pilot Aeroplanes					
Route sectors, including take-offs and landings, as PIC or Co-pilot on the applicable aeroplane Type within the 12 months preceding the date of application					
Route sectors as PIC or Co-pilot on FFS representing the applicable aeroplane Type within the 12 months preceding the date of application					
Total Time as Pilot on Helicopters					
Total Time PIC on Single-Pilot Multi-Engine Helicopters					
Total Time as Pilot on Single-Pilot Multi-Engine Helicopters in Multi-Pilot Operations					
Total flight time on Multi Pilot Helicopter					
Expiry date of multi-engine IR rating				Date	
Date and Place of IRI course completed if SFI is to include Instrument Privileges (If applicable)					
Date		Place			
IRI Course Completion Certificate Attached (Tick ✓) <input type="checkbox"/>					

Complete for initial Issue of Certificates under FCL.930.FI, SFCL.330 FI(S), BFCL.330 FI(B), FCL.930.MI

5. PRE-ENTRY ASSESSMENT		(Not required for an extension of privileges)
I recommend for an Instructor training course for the issue of an FI <input type="checkbox"/> / FI(B) <input type="checkbox"/> / MI <input type="checkbox"/> / FI(S) <input type="checkbox"/> I		
Name of ATO:		Date of Assessment
Name of Instructor conducting the assessment flight (Use CAPITALS)		
Signature		Licence Number



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FLIGHT INSTRUCTOR – FI: ISSUE

6.FI DECLARATION OF COURSE COMPLETION (FCL.930.FI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved FI (A) ☐ / (H) ☐ / (As) ☐ Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

Complete either A or B below:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) A least 100 hours of theoretical knowledge instruction, including progress tests: (Tick ✓) ☐
- iii) At least 30 hours of flight instruction, of which 25 hours shall be dual flight instruction, of which 5 hours may be conducted in an FFS, an FNPT I or II or an FTD 2/3; (Tick ✓) ☐

OR

- iv) In the case of an FI(As), at least 20 hours of flight instruction, of which 15 hours shall be dual flight instruction. (Tick ✓) ☐

B. The applicant holds another FI certificate in another category of aircraft:

- i) credit towards the teaching and learning was given in accordance with FCL.930.FI (b) (Tick ✓) ☐
Type of INSTRUCTOR CERTIFICATE held Expiry Date:.....
(Attach a copy of the Instructor certificate to this application)
- ii)hours of teaching and learning. (Tick ✓) ☐
- iii)hours of technical training. (Tick ✓) ☐
- iv)hours of flight instruction in a FFS (Tick ✓) ☐
- and / or hours of flight instruction in the Aircraft (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

Note: For an initial issue certificate and accordance with **FCL.910.FI(a)** the FI shall have his or her privileges limited to conducting flight instruction under the supervision of an FI for the same category of aircraft nominated by the DTO or the ATO for this purpose, in the following cases:

- (1) for the issue of the PPL and LAPL;
- (2) in all integrated courses at PPL level, in case of aeroplanes and helicopters;
- (3) for class and type ratings for single-pilot, single-engine aircraft, except for single-pilot high-performance complex aeroplanes;
- (4) for the night, towing or aerobatic ratings.

While conducting training under supervision, in accordance with (a), the FI shall not have the privilege to authorise student pilots to conduct first solo flights and first solo cross-country flights.



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

FLIGHT INSTRUCTOR – FI: PRIVILEGES

Applicant's Name:		Licence Number:							
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7a. FI EXTENSION OF PRIVILEGES

LIMITATIONS IN FCL.910(a) and (b) shall be removed from the FI certificate when the FI has completed at least:

FCL.910.FI(c). 1	for the FI(A), 100 hours of flight instruction in aeroplanes or TMGs and, in addition has supervised at least 25 student solo flights; (Tick ✓) <input type="checkbox"/>	Attach completed and certified form RPPL-F-910FIC
FCL.910.FI(c). 2.	for the FI(H) 100 hours of flight instruction in helicopters and, in addition has supervised at least 25 student solo flight air exercises; (Tick ✓) <input type="checkbox"/>	Attach completed and certified form RPPL-F-910FIC
FCL.910.FI(c). 3.	for the FI(As), 15 hours or 50 take-offs of flight instruction covering the full training syllabus for the issue of a PPL(As). (Tick ✓) <input type="checkbox"/>	Attach completed and certified form RPPL-F-910FIC

CLASS AND TYPE RATINGS for single-pilot aeroplanes, except for single-pilot high-performance complex aeroplanes, in multi-pilot operations, provided that FIs meet any of the following conditions:

FCL.905.FI(c) 1.	hold or have held a TRI certificate for multi-pilot aeroplanes; (Tick ✓) <input type="checkbox"/>	Attach a copy of the TRI certificate
FCL.905.FI(c) 2.	have at least 500 hours on aeroplanes in multi-pilot operations and completed an MCCI training course in accordance with point FCL.930.MCCI. (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages and the MCCI course completion certificate

CPL in the appropriate aircraft category, provided that FIs have completed

FCL.905.FI(e)	at least 200 hours of flight instruction in that aircraft category; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages OR Attach a certified statement of hours from the ATO / DOT where flight instruction conducted
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NIGHT RATING, provided that FIs meet all of the following conditions:

FCL.905.FI(f)	are qualified to fly at night in the appropriate aircraft category (Tick ✓) <input type="checkbox"/> have demonstrated the ability to instruct at night to an FI qualified in accordance with point (j); Attach FII or FIE Licence & Certificates, medical documents & pages 92 - 95 of this application. (Tick ✓) <input type="checkbox"/> comply with the night experience requirement laid down in point FCL.060(b)(2) (Tick ✓) <input type="checkbox"/>	Attach <ul style="list-style-type: none">• a copy of the night rating, and• a copy of the Assessment of Competence, and• certified copies of logbook pages
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FLIGHT INSTRUCTOR – FI: PRIVILEGES Cont'd

TOWING OR AEROBATIC RATING , provided that such privileges are held and the FI has demonstrated		
FCL.905.FI(g)	the ability to instruct for that rating to an FI who is qualified in accordance with point (j); Attach FII or FIE Licence & Certificates, medical documents & pages 92 - 95 of this application. (Tick ✓) <input type="checkbox"/>	Attach a copy of the Assessment of Competence
EIR or IR in the appropriate aircraft category, provided that FIs meet all of the following conditions		
FCL.905.FI(h)	<p>have completed at least 200 hours of flight time under IFR, of which a maximum of 50 hours may be instrument ground time in an FFS, an FTD 2/3 or an FNPT II; (Tick ✓) <input type="checkbox"/></p> <p>completed as student pilots the IRI training course and have passed an assessment of competence for the IRI certificate; (Tick ✓) <input type="checkbox"/></p> <p>comply with points FCL.915.CRI(a), FCL.930.CRI and FCL.935 in the case of multi-engine aeroplanes and with points FCL.910.TRI(c)(1) and FCL.915.TRI(d)(2) in the case of multi-engine helicopters; (Tick ✓) <input type="checkbox"/></p>	Attach <ul style="list-style-type: none">certified copies of logbook pages,a copy of the relevant training course completion certificate, andAssessment of Competence
SINGLE-PILOT MULTI-ENGINE CLASS OR TYPE RATINGS , except for single-pilot high-performance complex aeroplanes, provided that they meet the following conditions:		
FCL.905.FI(i) 1.	in the case of aeroplanes, comply with points FCL.915.CRI(a), FCL.930.CRI and FCL.935; (Tick ✓) <input type="checkbox"/>	Attach <ul style="list-style-type: none">certified copies of logbook pages,a copy of the relevant training course completion certificate, andAssessment of Competence
FCL.905.FI(i) 2.	in the case of helicopters, comply with points FCL.910.TRI(c)(1) and FCL.915.TRI(d)(2); (Tick ✓) <input type="checkbox"/>	Attach <ul style="list-style-type: none">certified copies of logbook pages, andAssessment of Competence
FLIGHT INSTRUCTION FOR THE ISSUE, REVALIDATION OR RENEWAL OF: FI, IRI, CRI, STI, MI CERTIFICATE provided that they meet all of the following conditions:		
FCL.905.FI(j)	<p>they have completed at least 500 hours of flight instruction in the appropriate aircraft category; (Tick ✓) <input type="checkbox"/></p> <p>they have passed an assessment of competence in accordance with point FCL.935 in the appropriate aircraft category to demonstrate to a flight instructor examiner (FIE) the ability to instruct for the relevant certificate; Attach FIE Licence & Certificates, medical documents & pages 92 - 95 of this application. (Tick ✓) <input type="checkbox"/></p>	Attach <ul style="list-style-type: none">certified copies of logbook pages, andAssessment of Competence



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FLIGHT INSTRUCTOR – FI: PRIVILEGES Cont'd

MPL, provided that the FIs meet all of the following conditions:

FCL.905.FI(k) 1.	for the core flying phase of the training, have completed at least 500 hours of flight time as a pilot of aeroplanes, including at least 200 hours of flight instruction; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages OR Attach a certified statement of hours from the ATO / DOT where flight instruction conducted
FCL.905.FI(k) 2.	for the basic phase of the training: (i) hold a multi-engine aeroplane IR and the privilege to instruct for an IR; (Tick ✓) <input type="checkbox"/> (ii) have completed at least 1 500 hours of flight time in multi-crew operations; (Tick ✓) <input type="checkbox"/>	Attach • a copy of the IR rating, • a copy of the IRI rating, • certified copies of logbook pages
FCL.905.FI(k) 3.	in the case of FIs already qualified to instruct on ATP(A) or CPL(A)/IR integrated courses, the requirement in point (2)(ii) may be replaced by the completion of a structured course of training consisting of: (i) MCC qualification; (Tick ✓) <input type="checkbox"/> (ii) observation of five sessions of flight instruction in Phase 3 of an MPL course; (Tick ✓) <input type="checkbox"/> (iii) observation of five sessions of flight instruction in Phase 4 of an MPL course; (Tick ✓) <input type="checkbox"/> (iv) observation of five operator recurrent line-oriented flight training sessions; (Tick ✓) <input type="checkbox"/> (v) the content of the MCCI course. (Tick ✓) <input type="checkbox"/> FIs have conducted their first five instructor sessions under the supervision of a TRI(A), an MCCI(A) or an SFI(A) qualified for MPL flight instruction. (Tick ✓) <input type="checkbox"/>	Attach; • ATO training Course Completion Certificate • MCCI Course Completion Certificate • Evidence of MCC qualification • Evidence of observations of relevant instruction & training sessions • Evidence of 5 supervised instructor sessions

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FLIGHT INSTRUCTOR – FI: REVALIDATION

Applicant's Name:		Licence Number:							
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8a. FI REVALIDATION

To revalidate an FI certificate, holders shall fulfil at least two out of the three following requirements before the expiry date of the FI certificate:

Expiry Date of current FI certificate:		Attachments
1.	<p>in the case of an FI(A) and an FI(H), at least 50 hours of flight instruction in the appropriate aircraft category as FIs, TRIs, CRIs, IRIs, MIs or examiners. (Tick ✓) <input type="checkbox"/></p> <p>If the privileges to instruct for the IR are to be revalidated, at least 10 of those hours shall be flight instruction for an IR and shall have been completed in the period of 12 months immediately preceding the expiry date of the FI certificate; (Tick ✓) <input type="checkbox"/></p> <p>Or</p> <p>in the case of an FI(As), at least 20 hours of flight instruction in airships as FIs, IRIs or as examiners. (Tick ✓) <input type="checkbox"/></p> <p>If the privileges to instruct for the IR are to be revalidated, 10 of those hours shall be flight instruction for an IR and shall have been completed in the period of 12 months immediately preceding the expiry date of the FI certificate; (Tick ✓) <input type="checkbox"/></p>	Attach evidence of training given
2.	<p>they have completed instructor refresher training as an FI at an ATO or at the competent authority. (Tick ✓) <input type="checkbox"/></p> <p>Or</p> <p>FI(B)s and FI(S)s may complete this instructor refresher training at a DTO; (Tick ✓) <input type="checkbox"/></p>	Copy of ATO / DTO /CA Refresher Training
3.	<p>they have passed an assessment of competence in accordance with point FCL.935 in the period of 12 months immediately preceding the expiry date of the FI certificate. Attach pages 92 - 95 of this application.</p> <p>(Mandatory if your previous FI (A) or (H) revalidation was based on 1 or 2 above)</p> <p>(Mandatory if your previous two FI (As) revalidations were based on 1 or 2 above)</p> <p>(Tick ✓) <input type="checkbox"/></p>	Original Assessment of Competence

Note: For at least each alternate revalidation of a FI (a) or (H) certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.

Note: Every third revalidation, in the case of FI (As), holders of the relevant FI certificate shall pass an assessment of competence in accordance with point FCL.935.

Attach appropriate documentation to this application form to support the above or this application will be rejected



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FLIGHT INSTRUCTOR – FI: RENEWAL

8b. FI RENEWAL

If the FI certificate has expired, applicants shall,

Expiry Date of last FI certificate:		Attachments
1a.	within a period of 12 months before the application date for the renewal complete instructor refresher training as an FI at an ATO or at a competent authority (Tick ✓) <input type="checkbox"/>	Copy of ATO / CA Refresher Training
1b.	in the case of an FI(B) or FI(S) if the FI certificate has expired, applicants shall, within a period of 12 months before the application date for the renewal complete instructor refresher training as an FI at an ATO, at a DTO or at a competent authority (Tick ✓) <input type="checkbox"/>	Copy of ATO / DTO / CA Refresher Training
2.	complete an assessment of competence in accordance with point FCL.935. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

TYPE RATING INSTRUCTOR – TRI / SYNTHETIC FLIGHT INSTRUCTOR – SFI: ISSUE

6.TRI / SFI DECLARATION OF COURSE COMPLETION (FCL.930.TRI OR FCL.930.SFI)

(Initial Issue Only)

Note: to be completed by the ATO Head of Training

Approved Training Organisation (ATO):

ATO Approval No:

ATO Approval issued by :

I certify that (name)

has:

Successfully completed an approved TRI or SFI Training Course in accordance with ATO Approved Training Manual for the specified aircraft type.

AIRCRAFT TYPE:

Complete either A, B or C/D below:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) At least 10 hours of technical training, including revision of technical knowledge, the preparation of lesson plans and the development of classroom/simulator instructional skills; (Tick ✓) ☐
- iii) At least 5 hours of flight instruction on the appropriate aircraft or an FSTD representing that aircraft for single-pilot aircraft and 10 hours for multi-pilot aircraft or an FSTD representing that aircraft; (Tick ✓) ☐

TRI Only

iv) the following training, as applicable:

- (i) additional specific training before conducting LIFUS; (Tick ✓) ☐
- (ii) additional specific training before conducting landing training. That training in the FSTD shall include training for emergency procedures related to the aircraft. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate

- i) credit towards the teaching and learning was given in accordance with FCL.930.TRI (b) (Tick ✓) ☐

Type of INSTRUCTOR CERTIFICATE held Expiry Date:.....
(Attach a copy of the Instructor certificate to this application)

- ii)hours of technical training. (Tick ✓) ☐

- iii)hours of flight instruction in a FFS (Tick ✓) ☐

and / or hours of Flight instruction in an Aeroplane (Tick ✓) ☐

C. Applicant for a TRI certificate holding an SFI certificate for the relevant type

An applicant for a TRI certificate who holds an SFI certificate for the relevant type shall be fully credited towards the requirements of the above for the issue of a TRI certificate restricted to flight instruction in simulators iaw FCL.930.TRI (c). (Tick ✓) ☐

D. Applicant for an SFI certificate who holds a TRI certificate for the relevant type

An applicant for an SFI certificate who holds a TRI certificate for the relevant type shall be fully credited towards the requirements of the above iaw FCL.930.SFI (B). (Tick ✓) ☐



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TYPE RATING INSTRUCTOR – TRI / SYNTHETIC FLIGHT INSTRUCTOR – SFI: ISSUE Cont'd

6.TRI / SFI DECLARATION OF COURSE COMPLETION (FCL.930.TRI OR FCL.930.SFI) Cont'd (Initial Issue Only)

Note: to be completed by the ATO Head of Training

State Device Type :
(FNPT II/III, FTD 2/3, FFS)

FSTD Qualification No.(s)

1.

2.

3.

4.

Competent Authority issuing
Qualification certificate for the
FSTD(s):

1.

2.

3.

4.

For SFI Applications: attach copy of LPC to show course completion (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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TYPE RATING INSTRUCTOR – TRI(A): PRIVILEGES

Applicant's Name:		Licence Number:						
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7a. TRI (A) PRIVILEGES – ADDITION / REMOVAL

For addition of a privilege or removal of a restricted privilege on a TRI(A) Please complete this section

I hereby apply for the addition the PRIVILEGE below:		(Tick ✓)	Expiry Date of current TRI certificate:/...../.....
1.	Restricted and Aircraft		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
2.	Aircraft only		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
3.	Restricted		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
4.	Restricted plus LIFUS		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
5.	Restricted plus Landing Training		Attach Evidence of applicable Assessment of Competence(s) to add Privilege

Attach appropriate documentation to this application form to support the above or this application will be rejected

7b. TRI (A) EXTENSION OF PRIVILEGES TO ANOTHER TYPE

Where the privileges of a TRI (A) are restricted to the Type of aeroplane in which the training and the assessment of competence was taken. The privileges of the TRI shall be extended to further Types when the TRI has:

1.	- completed within the 12 months preceding the application, at least 15 route sectors, including take-offs and landings on the applicable aircraft Type, of which 7 sectors may be completed in an FFS (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
2.	- completed the technical training and flight instruction parts of the relevant TRI course; (Tick ✓) <input type="checkbox"/>	Attach a copy of the relevant parts of TRI course
3.	- passed the relevant sections of the assessment of competence in accordance with FCL.935 in order to demonstrate to an FIE or a TRE qualified in accordance with Subpart K his/her ability to instruct a pilot to the level required for the issue of a Type rating, including pre-flight, post-flight and theoretical knowledge instruction. (Tick ✓) <input type="checkbox"/>	Attach original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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TYPE RATING INSTRUCTOR – TRI(A): REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. TRI (A) REVALIDATION

For revalidation of a TRI(A) certificate, the applicant shall, within the last 12 months preceding the expiry date of the certificate, fulfil two of the requirements at 1,2 or 3 below:

Expiry Date of current TRI certificate:		Attachments
1.	Conduct one of the following parts of a complete type rating or recurrent training course: i) simulator session of at least 3 hours (Tick ✓) <input type="checkbox"/> Or i) or one air exercise of at least 1 hour comprising a minimum of 2 take-offs and landings; (Tick ✓) <input type="checkbox"/>	Attach evidence of training given
2.	Receive instructor refresher training as a TRI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
3.	Pass an assessment of competence in accordance with FCL.935. Attach pages 96 - 98 of this application. (Mandatory if your previous TRI revalidation was based on 1 or 2 above) (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. TRI (A) RENEWAL

To renew a TRI certificate, applicants shall, within the 12 months immediately preceding the date of the application have completed the following:

Expiry Date of last TRI certificate:		Attachments
1.	- at least 30 route sectors, including take-offs and landings on the applicable aeroplane type, of which maximum 15 sectors may be completed in an FFS; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
2.	- instructor refresher training as a TRI at an ATO which shall cover the relevant elements of the TRI training course; (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
3.	- passed the assessment of competence in accordance with point FCL.935 Attach pages 96 - 98 of this application. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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SYNTHETIC FLIGHT INSTRUCTOR – SFI(A): PRIVILEGES

Applicant's Name:		Licence Number:							
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7a. SFI (A) EXTENSION OF PRIVILEGES

The privileges may be extended to other FSTDs representing further types of the same category of aircraft when the holder has complied with 1 and 2 & 3 below.

State Aeroplane Type:			
Requirement		Tick ✓	Expiry Date of current SFI certificate: /...../.....
1.	- satisfactorily completed the simulator content of the relevant type rating course		Attach: 1. Copy of Type Rating course approval documentation 2. Applicable Type Rating LPC
2.	- completed the relevant parts of the technical training and the FSTD content of the flight instruction syllabus of the applicable TRI course		Evidence of training course elements completed
3.	- conducted on a complete type rating course at least 3 hours of flight instruction related to the duties of an SFI on the applicable type under the supervision and to the satisfaction of a TRE or an SFE qualified for this purpose. - The privileges of the SFI shall be extended to further variants in accordance with the OSD if the SFI has completed the type relevant parts of the technical training and the FSTD content of the flight instruction syllabus of the applicable TRI course		Evidence of the training provided
In the case of SFI for single-pilot aeroplanes: The privileges of the SFI (SPA) may be extended to flight instruction for single-pilot high performance complex aeroplanes type ratings in multi- pilot operations, when the holder has complied with 4 or 5 below:			
4.	- hold an MCCI certificate; or		Attach Evidence as applicable
5.	- has held a TRI certificate for multi-pilot helicopters		Attach Evidence as applicable

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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SYNTHETIC FLIGHT INSTRUCTOR – SFI(A): REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. SFI (A) REVALIDATION

For revalidation of an SFI certificate the applicant shall, within the validity period of the SFI certificate, fulfil 2 of the requirements at 1,2, or 3 and shall complete 4 below:

Expiry Date of current SFI certificate:		Attachments
1.	- complete 50 hours as an instructor or an examiner in FSTDs, of which at least 15 hours shall be within the 12 months preceding the expiry date of the SFI certificate (Tick ✓) <input type="checkbox"/>	Attach evidence of training given
2.	- receive instructor refresher training as a SFI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
3.	- pass an assessment of competence in accordance with FCL.935. Attach pages 96 - 98 of this application. (Mandatory for each alternate revalidation) (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence
4.	- Additional to requirements above the applicant shall have completed, on an FFS, the proficiency checks for the issue of the specific aircraft type ratings representing the types for which privileges are held. (mandatory every application) (Tick ✓) <input type="checkbox"/>	Original Type LPC Form(s)

Note 1 : For at least each alternate revalidation of an SFI certificate, the holder shall have to pass an assessment of competence in accordance with FCL.935

Note 2: Item 4 above is mandatory for every SFI revalidation application

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. SFI (A) RENEWAL

For Renewal of an SFI Certificate the applicant shall comply with items 1,2 and 3, 4 & 5 below:

Expiry Date of last SFI certificate:		Attachments
1.	FSTD content of the applicable type rating course(s) (Tick ✓) <input type="checkbox"/>	Original Type LPC Form(s)
2.	Technical Training simulator instructional skills (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion
3.	Flight Instruction in FSTD (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion
4.	Receive instructor refresher training as an SFI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
5.	Pass the relevant sections of the assessment of competence in accordance with FCL.935. Attach pages 96 - 98 of this application. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

TYPE RATING INSTRUCTOR – TRI(H): PRIVILEGES

Applicant's Name:		Licence Number:					
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7a. TRI (H) PRIVILEGES – ADDITION / REMOVAL

For addition of a privilege or removal of a restricted privilege on a TRI(A) Please complete this section

I hereby apply for the addition the PRIVILEGE below:		(✓)	Expiry Date of current TRI certificate:/...../.....
1.	Simulator and Aircraft		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
2.	Aircraft only		Attach Evidence of applicable Assessment of Competence(s) to add Privilege
3.	Simulator only		Attach Evidence of applicable Assessment of Competence(s) to add Privilege

Attach appropriate documentation to this application form to support the above or this application will be rejected

7b. Helicopter - TRI (H) Extension of Privileges to another Type

The privileges of a TRI (H) are restricted to the Type of Helicopter in which the training and the assessment of competence was taken. The privileges of the TRI shall be extended to further Helicopter Types when the TRI has :

1.	completed the appropriate type technical part of the TRI course on the applicable type of helicopter or an FSTD representing that type; (Tick ✓) <input type="checkbox"/>	Attach a copy Training Record
2.	conducted at least 2 hours of flight instruction on the applicable type, under the supervision of an adequately qualified TRI(H) (Tick ✓) <input type="checkbox"/>	Attach evidence of Flight Instruction
3.	passed the relevant sections of the assessment of competence in accordance with FCL.935 in order to demonstrate to an FIE or a TRE qualified in accordance with Subpart K his/her ability to instruct a pilot to the level required for the issue of a Type rating, including pre-flight, post-flight and theoretical knowledge instruction. (Tick ✓) <input type="checkbox"/>	Attach original Assessment of Competence

NOTE 1: Notwithstanding the paragraphs above, holders of a TRI certificate who have been issued with a type rating in accordance with FCL.725 (e) shall be entitled to have their TRI privileges extended to that new type of aircraft.

NOTE 2: Before the privileges of a TRI (H) are extended from single-pilot to multi- pilot privileges on the same type of helicopters, the holder shall have at least 100 hours in multi-pilot operations on this type.

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

TYPE RATING INSTRUCTOR – TRI(H): REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. TRI (H) REVALIDATION

For revalidation of a TRI(H) certificate, the applicant shall, within the validity period of the TRI certificate, fulfil 2 of the following 3 requirements

Expiry Date of current TRI certificate:		Attachments
1.	Complete 50 hours of Flight Instruction or Examining on each of the types of Helicopter for which instructional privileges are held or in an FSTD representing those types, of which at least 15 hours shall be within the 12 months preceding the expiry date of the TRI (Tick ✓) <input type="checkbox"/>	Attach evidence of training given
2.	Receive instructor refresher training as a TRI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
3.	Pass an assessment of competence in accordance with FCL.935. Attach pages 96 - 98 of this application. (Mandatory if your previous TRI revalidation was based on 1 or 2 above) (Tick ✓) <input type="checkbox"/>	Attach original Assessment of Competence

Note: For at least each alternate revalidation of a TRI certificate; the holder shall have to pass the assessment of competence in accordance with FCL.935.

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. TRI (H) RENEWAL

For Renewal of a TRI (H) Certificate the applicant shall within a period of 12 months before renewal comply with 1 and 2 below:

Expiry Date of last TRI certificate:		Attachments
1.	receive instructor refresher training as a TRI at an ATO, which should cover the relevant elements of the TRI training course; (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
2.	pass the assessment of competence in accordance with FCL.935 in each of the types of aircraft in which renewal of the instructional privileges is sought. Attach pages 96 - 98 of this application. (Tick ✓) <input type="checkbox"/>	Attach original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

SYNTHETIC FLIGHT INSTRUCTOR – SFI (H): PRIVILEGES

Applicant's Name:		Licence Number:							
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7a. SFI (H) EXTENSION OF PRIVILEGES

The privileges may be extended to other FSTDs representing further types of the same category of aircraft when the holder has complied with 1 and 2 & 3 below.

State Aeroplane Type:			
Requirement		Tick ✓	Expiry Date of current SFI certificate: /...../.....
1.	- satisfactorily completed the simulator content of the relevant type rating course		Attach: 3. Copy of Type Rating course approval documentation 4. Applicable Type Rating LPC
2.	- completed the relevant parts of the technical training and the FSTD content of the flight instruction syllabus of the applicable TRI course		Evidence of training course elements completed
3.	- conducted on a complete type rating course at least 3 hours of flight instruction related to the duties of an SFI on the applicable type under the supervision and to the satisfaction of a TRE or an SFE qualified for this purpose. - The privileges of the SFI shall be extended to further variants in accordance with the OSD if the SFI has completed the type relevant parts of the technical training and the FSTD content of the flight instruction syllabus of the applicable TRI course		Evidence of the training provided

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SYNTHETIC FLIGHT INSTRUCTOR – SFI(H): REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. SFI (H) REVALIDATION

For revalidation of an SFI certificate the applicant shall, within the validity period of the SFI certificate, fulfil 2 of the requirements at 1,2, or 3 and shall complete 4 below:

Expiry Date of current SFI certificate:		Attachments
1.	- complete 50 hours as an instructor or an examiner in FSTDs, of which at least 15 hours shall be within the 12 months preceding the expiry date of the SFI certificate (Tick ✓) <input type="checkbox"/>	Attach evidence of training given
2.	- receive instructor refresher training as an SFI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
3.	- pass an assessment of competence in accordance with FCL.935. Attach pages 96 - 98 of this application. (Mandatory for each alternate revalidation) (Tick ✓) <input type="checkbox"/>	Attach original Assessment of Competence
4.	- Additional to requirements above the applicant shall have completed, on an FFS, the proficiency checks for the issue of the specific aircraft type ratings representing the types for which privileges are held. (mandatory every application) (Tick ✓) <input type="checkbox"/>	Original Type LPC Form(s)

Note 1 : For at least each alternate revalidation of an SFI certificate, the holder shall have to pass an assessment of competence in accordance with FCL.935

Note 2: Item 4 above is mandatory for every SFI revalidation application

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. SFI (H) RENEWAL

For Renewal of an SFI Certificate the applicant shall comply with items 1,2 and 3, 4 & 5 below:

Expiry Date of last SFI certificate:		Attachments
1.	FSTD content of the applicable type rating course(s) (Tick ✓) <input type="checkbox"/>	Original Type LPC Form(s)
2.	Technical Training simulator instructional skills (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion
3.	Flight Instruction in FSTD (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion
4.	Receive instructor refresher training as an SFI at an ATO (Tick ✓) <input type="checkbox"/>	Copy of ATO Refresher Training
5.	Pass the relevant sections of the assessment of competence in accordance with FCL.935 Attach pages 96 - 98 of this application. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

CLASS RATING INSTRUCTOR – CRI: ISSUE

6.CRI DECLARATION OF COURSE COMPLETION (FCL.930.CRI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved CRI (A) Training Course in accordance with Approved Training Manual for the specified aircraft class.

AIRCRAFT CLASS:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) At least 10 hours of technical training, including revision of technical knowledge, the preparation of lesson plans and the development of classroom/simulator instructional skills: (Tick ✓) ☐
- iii) ME training courses should comprise air exercises 1 to 4 and should not last less than 3 hours. In addition, the syllabus for a CRI ME training course should also include air exercise 5 to address asymmetric power flight and should not last less than 2 hours. (Tick ✓) ☐

OR

- iv) SE training courses should comprise air exercises 1 to 4 and should not last less than 3 hours. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate:

Applicants holding or having held an instructor certificate shall be fully credited towards the requirement of (A)(1). (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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CLASS RATING INSTRUCTOR – CRI: PRIVILEGES

Applicant's Name:		Licence Number:					
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7a. CRI EXTENSION OF PRIVILEGES

The privileges of a CRI are restricted to the class or type of aeroplane in which the instructor assessment of competence was taken. The privileges of the CRI shall be extended to further classes or types when the CRI has completed, within the last 12 months:

a1.	15 hours flight time as PIC on aeroplanes of the applicable class or type of aeroplane; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
a2.	one training flight from the right-hand seat under the supervision of another CRI or FI qualified for that class or type occupying the other pilot's seat. (Tick ✓) <input type="checkbox"/>	Attach a copy of the relevant training course

The privileges of CRIs are to instruct for class and type ratings for single-pilot aeroplanes, except for single-pilot high-performance complex aeroplanes, in multi-pilot operations, provided that CRIs meet any of the following conditions:

b1.	hold or have held a TRI certificate for multi-pilot aeroplanes; (Tick ✓) <input type="checkbox"/>	Attach a copy of the TRI certificate
b2.	have at least 500 hours on aeroplanes in multi-pilot operations and completed an MCCI training course in accordance with point FCL.930.MCCI. (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages and the MCCI course completion certificate

Applicants for a CRI for multi-engine aeroplanes holding a CRI certificate for single-engine aeroplanes shall have fulfilled the prerequisites for a CRI established in FCL.915.CRI(a) and the requirements of FCL.930.CRI(a)(3) and FCL.935.

FCL.915.CRI

- (a) for multi-engine aeroplanes: (Tick ✓) ☐
- (1) 500 hours flight time as a pilot on aeroplanes; (Tick ✓) ☐
- (2) 30 hours as PIC on the applicable class or type of aeroplane; (Tick ✓) ☐

FCL.930.CRI

- (a)(3) hours of flight instruction on multi-engine aeroplanes or an FSTD representing that class or type of aeroplane, including at least 3 hours on the aeroplane, given by an FI(A) qualified in accordance with point FCL.905.FI(j) (Tick ✓) ☐

FCL.935

- Passed an assessment of competence in the appropriate aircraft category to demonstrate to an examiner qualified in accordance with Subpart K the ability to instruct a student pilot to the level required for the issue of the relevant licence, rating or certificate. (Tick ✓) ☐

Attach

- certified copies of logbook pages,
- a copy of the relevant training course, and
- a copy of the Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

CLASS RATING INSTRUCTOR – CRI: REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. CRI REVALIDATION

To revalidate a CRI certificate, applicants shall fulfil, within the validity period of the CRI certificate, at least two out of the following three requirements:

Expiry Date of current CRI certificate:		Provide the documentation listed below
1.	conduct at least 10 hours of flight instruction as a CRI. If applicants have CRI privileges on both single-engine and multi-engine aeroplanes, those hours of flight instruction shall be equally divided between single-engine and multi-engine aeroplanes; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
2.	complete a refresher training as a CRI at an ATO or at a competent authority; (Tick ✓) <input type="checkbox"/>	Copy of ATO / CA course completion
3.	pass the assessment of competence in accordance with point FCL.935 for multi-engine or single-engine aeroplanes, as relevant. Attach pages 92 - 95 of this application. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Note 1 : For at least each alternate revalidation of a CRI certificate, holders shall have complied with the requirement in point (a)(3).

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. CRI RENEWAL

If the CRI certificate has expired, it shall be renewed if the applicants in the period of 12 months before the application for the renewal:

Expiry Date of last CRI certificate:		Provide the documentation listed below
1.	have completed a refresher training as a CRI at an ATO or at a competent authority; (Tick ✓) <input type="checkbox"/>	Copy of ATO / CA course completion
2.	have completed the assessment of competence as required by point FCL.935. Attach pages 92 - 95 of this application. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

INSTRUMENT RATING INSTRUCTOR – IRI: ISSUE

6.IRI DECLARATION OF COURSE COMPLETION (FCL.930.IRI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved IRI (A) Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) At least 10 hours of technical training, including revision of instrument theoretical knowledge, the preparation of lesson plans and the development of classroom instructional skills;
- for the IRI(A),**
at least 10 hours of flight instruction on an aeroplane, FFS, FTD 2/3 or FPNT II. In the case of applicants holding an FI(A) certificate, these hours are reduced to 5; (Tick ✓) ☐
- for the IRI(H),**
at least 10 hours of flight instruction on a helicopter, FFS, FTD 2/3 or FNPT II/III. In the case of applicants holding an FI(H) certificate, those hours are reduced to at least 5; (Tick ✓) ☐
- for the IRI(As),**
at least 10 hours of flight instruction on an airship, FFS, FTD 2/3 or FNPT II. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate:

Applicants holding or having held an instructor certificate shall be fully credited towards the requirement of (A)(1). (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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INSTRUMENT RATING INSTRUCTOR – IRI: PRIVILEGES

Applicant's Name:		Licence Number:						
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7a. IRI EXTENSION OF PRIVILEGES

Specific requirements for the MPL course. To instruct for the basic phase of training on an MPL course, the IRI(A) shall:

1.	hold an IR for multi-engine aeroplanes;	(Tick ✓) <input type="checkbox"/>	Attach a copy of the ME IR rating
2.	have completed at least 1 500 hours of flight time in multi-crew operations.	(Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
3.	In the case of IRI already qualified to instruct on ATP(A) or CPL(A)/IR integrated courses, the requirement of (b) above may be replaced by the completion of the course provided for in paragraph FCL.905.FI(j)(3). i) MCC qualification; (Tick ✓) <input type="checkbox"/> ii) observing 5 sessions of flight instruction in Phase 3 of an MPL course; (Tick ✓) <input type="checkbox"/> iii) observing 5 sessions of flight instruction in Phase 4 of an MPL course; (Tick ✓) <input type="checkbox"/> iv) observing 5 operator recurrent line oriented flight training sessions; (Tick ✓) <input type="checkbox"/> v) the content of the MCCI instructor course. (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion Attach; • MCCI course completion certificate • Evidence of MCC qualification • Evidence of observations of relevant instruction & training sessions	

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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INSTRUMENT RATING INSTRUCTOR – IRI: REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. IRI REVALIDATION

For revalidation of an IRI certificate, the holder shall meet the requirements for revalidation of an FI certificate, in accordance with FCL.940.FI.

Expiry Date of current IRI certificate:		Provide the documentation listed below
1a.	in the case of an IRI(A) and an IRI(H), at least 50 hours of flight instruction in the appropriate aircraft category as FIs, TRIs, CRIs, IRIs, MIs or examiners. If the privileges to instruct for the IR are to be revalidated, at least 10 of those hours shall be flight instruction for an IR and shall have been completed in the period of 12 months immediately preceding the expiry date of the FI certificate; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
1b.	in the case of an FI(As), at least 20 hours of flight instruction in airships as FIs, IRIs or as examiners. If the privileges to instruct for the IR are to be revalidated, 10 of those hours shall be flight instruction for an IR and shall have been completed in the period of 12 months immediately preceding the expiry date of the FI certificate; (Tick ✓) <input type="checkbox"/>	Attach certified copies of logbook pages
2.	complete a refresher training as an FI at an ATO or at a competent authority; (Tick ✓) <input type="checkbox"/>	Copy of ATO / CA course completion
3.	they have passed an assessment of competence in accordance with point FCL.935 in the period of 12 months immediately preceding the expiry date of the IRI certificate. Attach pages 92 - 95 of this application (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Note 1 : For at least each alternate revalidation of a IRI certificate, holders shall have complied with the requirement in point 3.

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. IRI RENEWAL

For renewal of an IRI certificate, the holder shall meet the requirements for renewal of an FI certificate, in accordance with FCL.940.FI.

Expiry Date of last IRI certificate:		Provide the documentation listed below
1.	have completed a refresher training as a FI at an ATO or at a competent authority; (Tick ✓) <input type="checkbox"/>	Copy of ATO or CA course completion
2.	have completed the assessment of competence as required by point FCL.935. Attach pages 92 - 95 of this application (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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MULTI-CREW COOPERATION INSTRUCTOR – MCCI: ISSUE

6.MCCI DECLARATION OF COURSE COMPLETION (FCL.930.MCCI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name) has:
Successfully completed an approved MCCI Training Course in accordance with Approved Training Manual
for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) Technical training related to the type of FSTD where the applicant wishes to instruct; (Tick ✓) ☐
- iii) At least 3 hours of practical instruction, which may be flight instruction or MCC instruction on the relevant FNPT II/III MCC, FTD 2/3 or FFS, under the supervision of a TRI, SFI or MCCI nominated by the ATO for that purpose. These hours of flight instruction under supervision shall include the assessment of the applicant's competence as described in FCL.920. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate:

Applicants holding or having held an instructor certificate shall be fully credited towards the requirement of (A)(1). (Tick ✓) ☐

State Device Type :
(FNPT II/III, FTD 2/3, FFS)

FSTD Qualification No.(s)

1.

2.

3.

4.

Competent Authority issuing
Qualification certificate for
the FSTD(s):

1.

2.

3.

4.

Name of Approved Signatory:

Signature of Approved Signatory:

Date:



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CONTINUOUS ASSESSMENT (AMC2 FCL.935 Assessment of Competence)

Note: This section shall be completed by the course tutors as the applicable part of the MCCI course is completed and submitted with the application.

Trainees Name:		Licence Number:						
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6. CA-1 INSTRUCTOR ASSESSMENT OF COMPETENCE REPORT FORM

Section 1 GENERAL				
Item No.	Description	Pass (✓)	Fail (✓)	INSTRUCTOR SIGNATURE & DATE
Note: The Training and Assessment of instructors should be made against the performance standards at Appendix A to this form "Instructor Competencies and Assessment" (see AMC1 FCL.920):				
1.1	Safety Awareness			
1.2	Knowledge, Skills and Attitudes relevant to the role of the MCCI			
1.3	Importance of human factors in the man-machine environment and the role of CRM			
1.4	Identification and correction of errors			
1.5	Standard Operating procedures			
1.6	Training administration (Training Records etc.)			
Section 2 PRE-FLIGHT BRIEFING				
2.1	Presentation technique			
2.2	Technical accuracy			
2.3	Clarity of explanation			
2.4	Clarity of speech			
2.5	Instructional technique			
2.6	Use of training aids			
2.7	Student participation			



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Trainees Name:		Licence Number:							
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Section 3 FLIGHT				
Item No.	Description	Pass (✓)	Fail (✓)	INSTRUCTOR SIGNATURE & DATE
3.1	Effectiveness of demonstration exercise			
3.2	Correction of errors or techniques			
3.3	Aircraft / FSTD Operation			
3.4	Instructional technique			
3.5	Interaction with Student			
Section 4 POST FLIGHT DEBRIEFING				
Item No.	Description	Pass (✓)	Fail (✓)	INSTRUCTOR SIGNATURE & DATE
Note: MCCI Instructor Applicants should demonstrate the ability to facilitate and record a constructive and inclusive de-brief, identifying positive aspects of the Assessment and also areas that need improvement or re-assessment.				
4.1	Presentation technique			
4.2	Technical accuracy			
4.3	Clarity of explanation			
4.4	Clarity of speech			
4.5	Instructional technique			
4.6	Use of training aids			
4.7	Student participation			



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Trainees Name:		Licence Number:							
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6.MCCI.CA-2. CONTINUOUS ASSESSMENT OF COMPETENCE – EVALUATION									
Device Type:									
Location:									
Start Date:				Finish Date:					
RESULT	PASS	(Tick ✓) <input type="checkbox"/>			FAIL	<input type="checkbox"/>			
MCCI APPLICANT NAME:									
Applicant Signature					Date				
SUPERVISING INSTRUCTOR:									
I HEREBY CERTIFY COMPLETION OF THE Assessment of Competencies for MCCI Instructor Privileges for the above names Instructor Applicant:									
Name: (BLOCK CAPITALS)									
Signature:					Date				



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MULTI-CREW COOPERATION INSTRUCTOR – MCCI: PRIVILEGES

Applicant's Name:		Licence Number:					
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7a. MCCI EXTENSION OF PRIVILEGES

The privileges of the holder of an MCCI certificate shall be restricted to the FNPT II/III MCC, FTD 2/3 or FFS in which the MCCI training course was taken. The privileges may be extended to other FSTDs representing further types of aircraft when the holder has;

1.	completed the practical training of the MCCI course on that type of FNPT II/III MCC, FTD 2/3 or FFS. (Tick ✓) <input type="checkbox"/>	Copy of ATO approval, the course completion certificate and the simulator/training device qualification
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Attach appropriate documentation to this application form to support the above or this application will be rejected

MULTI-CREW COOPERATION INSTRUCTOR – MCCI: REVALIDATION / RENEWAL

8a. MCCI REVALIDATION

For revalidation of an MCCI certificate the applicant shall have completed the requirements of FCL.930.MCCI(a)(3) on the relevant type of FNPT II/III, FTD 2/3 or FFS, within the last 12 months of the validity period of the MCCI certificate.

Expiry Date of current MCCI certificate:		Attachments
1.	3 hours of practical instruction, which may be flight instruction or MCC instruction on the relevant FNPT II/III MCC, FTD 2/3 or FFS, under the supervision of a TRI, SFI or MCCI nominated by the ATO for that purpose. These hours of flight instruction under supervision shall include the assessment of the applicant's competence as described in FCL.920. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence & training records

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. MCCI RENEWAL

Renewal. If the MCCI certificate has lapsed, the applicant shall;

Expiry Date of last MCCI certificate:		Attachments
1.	have completed technical training related to the type of FSTD where the applicant wishes to instruct; (Tick ✓) <input type="checkbox"/>	Attach copies of training records
2.	3 hours of practical instruction, which may be flight instruction or MCC instruction on the relevant FNPT II/III MCC, FTD 2/3 or FFS, under the supervision of a TRI, SFI or MCCI nominated by the ATO for that purpose. These hours of flight instruction under supervision shall include the assessment of the applicant's competence as described in FCL.920. (Tick ✓) <input type="checkbox"/>	Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): ISSUE

6.FI(S) DECLARATION OF COURSE COMPLETION (SFCL.330 FI(S)) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:
Successfully completed an approved FI(S) Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

On sailplanes, excluding TMGs:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) At least 30 hours of theoretical knowledge instruction, including progress tests; (Tick ✓) ☐
- iii) At least six hours, of which a maximum of three hours may be completed in TMGs, or 20 launches of flight instruction; (Tick ✓) ☐
- iv) the elements specified in point SFCL.325; (Tick ✓) ☐
- v) Additionally, if the privileges of the FI(S) certificate will include the privileges as specified in point SFCL.315(a)(4) and (a)(6), at least six hours of dual flight instruction on TMGs. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate:

- (i) Applicants who already hold an instructor certificate in accordance with Annex III (Part-BFCL) to Regulation (EU) 2018/395 or with Annex I (Part-FCL) to Regulation (EU) No 1178/2011 shall be fully credited towards the requirement in paragraph (A)(i) above. (Tick ✓) ☐
- (ii) When applying for an FI(S) certificate, a pilot who holds or has held an FI(A), (H) or (As) shall be credited with 18 hours towards the requirements in paragraph (A)(ii) above. (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

SFCL.350 FI(S) – Restricted privileges – Initial Issue Certificates

(a) An FI(S) shall have his or her privileges limited to conducting flight instruction under the supervision of an unrestricted FI(S) nominated by the ATO or the DTO for this purpose, in the following cases:

- (1) for the issue of an SPL;
- (2) for extending the privileges of an SPL to additional sailplane or TMG privileges in accordance with point SFCL.150;
- (3) for extending the privileges of an SPL to additional launching methods in accordance with point SFCL.155; and
- (4) for basic aerobatic, advanced aerobatic or sailplane cloud flying privileges or for the sailplane towing or banner towing rating.

(b) Whilst conducting training under supervision, in accordance with paragraph (a), the FI(S) shall not have the privilege to authorise a student pilot to conduct his or her first solo flight or first solo cross-country flight.



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FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): PRIVILEGES

Applicant's Name:		Licence Number:							
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7a. FI(S) EXTENSION OF PRIVILEGES

LIMITATIONS in SFCL.350 FI(S) (a) and (b) shall be removed from the FI(S) certificate after the FI(S) has completed

SFCL.350 FI(S) (c)	at least 15 hours or (Tick ✓) <input type="checkbox"/>	Attach Certified copies of logbook pages And Evidence of instruction given
	50 launches of flight instruction covering all phases of a sailplane flight. (Tick ✓) <input type="checkbox"/>	
	In the case of a restricted FI(S) who complied with point SFCL.330(b)(2), 5 out of those 15 hours may be completed in TMGs, and 15 out of those 50 launches may be replaced by take-offs and landings in TMGs.	

ADDITIONAL SAILPLANE PRIVILEGES in accordance with point SFCL.150(e);

SFCL.315 FI(S) (a)(2)	shall be extended to sailplanes upon application if a pilot has:	Attach • Copy of ATO / DTO approval, • Course Completion Certificate • Certified copies of logbook pages • Passed LST form
	completed at an ATO or a DTO the training elements specified in point SFCL.130(a)(2)(iv) and at least 15 launches and landings in a sailplane, excluding TMGs; and (Tick ✓) <input type="checkbox"/>	
	(2) passed a skill test to demonstrate an adequate level of practical skill in a sailplane, excluding TMGs. (Tick ✓) <input type="checkbox"/>	
	During this skill test, the pilot shall also demonstrate to the examiner an adequate level of theoretical knowledge for sailplanes, excluding TMGs, in the following subjects:	
	(i) principles of flight; (Tick ✓) <input type="checkbox"/>	
	(ii) operational procedures; (Tick ✓) <input type="checkbox"/>	
	(iii) flight performance and planning; (Tick ✓) <input type="checkbox"/>	
(iv) aircraft general knowledge; and (Tick ✓) <input type="checkbox"/>		
(v) navigation. (Tick ✓) <input type="checkbox"/>		
(f) The completion of the training as specified in paragraphs (b)(1) and (e)(1) shall be entered in the logbook of the pilot and signed by the head of training of the ATO or the DTO that is responsible for the training. (Tick ✓) <input type="checkbox"/>		

LAUNCHING METHODS in accordance with point SFCL.155, provided that the applicant has completed as PIC:

SFCL.315 FI(S) (a)(3)	(i) in the case of aerotow launch, at least 30 launches; or (Tick ✓) <input type="checkbox"/>	Attach • Copy of ATO / DTO approval, • Certified copies of logbook pages
	(ii) in the case of winch launch, at least 50 launches; (Tick ✓) <input type="checkbox"/>	
	The completion of the training as specified in paragraph (a) shall be entered in the logbook of the pilot and signed by the head of training of the ATO or the DTO or the instructor that is responsible for the training, as applicable. (Tick ✓) <input type="checkbox"/>	



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FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): PRIVILEGES Cont'd

TMG PRIVILEGES in accordance with point SFCL.150(b), provided that the applicant has:

SFCL.315 FI(S) (a)(4)	(i) completed at least 30 hours of flight time as PIC on TMGs; (Tick ✓) <input type="checkbox"/> (ii) completed the training as specified in point SFCL.330(b)(2); (Tick ✓) <input type="checkbox"/> (iii) demonstrated the ability to instruct on TMGs to an FI(S) who is qualified in accordance with paragraph SFCL.315 FI(S) (7) and nominated by the head of training of the ATO or the DTO; (Tick ✓) <input type="checkbox"/>	Attach • Copy of ATO / DTO approval, • Course Completion Certificate • Certified copies of logbook pages • Original Assessment of Competence
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BASIC AEROBATIC, ADVANCED AEROBATIC OR SAILPLANE CLOUD FLYING PRIVILEGES OR THE SAILPLANE TOWING OR THE BANNER TOWING RATING, provided that the applicant:

SFCL.315 FI(S) (a)(5)	in the case of instruction for basic aerobatic or advanced aerobatic privileges, holds advanced aerobatic privileges in accordance with point SFCL.200(c); (Tick ✓) <input type="checkbox"/> (ii) has demonstrated the ability to instruct for the relevant privileges or rating to an FI(S) who is qualified in accordance with paragraph (a)(7) and nominated by the head of training of an ATO or a DTO; (Tick ✓) <input type="checkbox"/>	Attach • Copy of aerobatic rating, • Original Assessment of Competence
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TMG FLIGHT AT NIGHT, provided that the applicant:

SFCL.315 FI(S) (a)(6)	(i) complies with the night experience requirement in point SFCL.160(e)(2); (Tick ✓) <input type="checkbox"/> (iii) demonstrated the ability to instruct on TMGs to an FI(S) who is qualified in accordance with paragraph SFCL.315 FI(S) (7) and nominated by the head of training of the ATO or the DTO; (Tick ✓) <input type="checkbox"/>	Attach Certified copies of logbook pages Original Assessment of Competence
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FI(S) CERTIFICATE, provided that the applicant has:

SFCL.315 FI(S) (a)(7)	(i) completed at least 50 hours or 150 launches of flight instruction in sailplanes; (Tick ✓) <input type="checkbox"/> (ii) in accordance with the procedures established for that purpose by the competent authority, demonstrated the ability to instruct for the FI(S) certificate to an FI(S) who is qualified in accordance with this paragraph and nominated by the head of training of an ATO or a DTO. (Tick ✓) <input type="checkbox"/>	Attach Certified copies of logbook pages Original Assessment of Competence
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Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FLIGHT INSTRUCTOR FOR SAILPLANES – FI(S): RECENCY

Applicant's Name:		Licence Number:							
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8b. FI(S) RECENCY

If the FI(S) certificate holder has failed to complete the instruction flight under supervision to the satisfaction of the FI(S) in accordance with paragraph SFCL.360 FI(S) (a)(2), he or she shall not exercise the privileges of the FI(S) certificate until he or she has successfully

**SFCL.360 FI(S)
(c)**

completed an assessment of competence in accordance with point SFCL.345.
(Tick ✓) ☐

**Attach Original
Assessment of
Competence**

To resume the exercise of the privileges of the FI(S) certificate, an FI(S) certificate holder who does not comply with all the requirements in paragraph SFCL.360 FI(S)(a) shall

**SFCL.360 FI(S)
(d)**

Complete instructor refresher training at an ATO, a DTO, or a competent authority during which the holder shall receive theoretical knowledge instruction for refreshing and updating the knowledge relevant for sailplane instructors; (Tick ✓) ☐
and
shall pass an assessment of competence to demonstrate to an examiner qualified in accordance with point SFCL.415(c) the ability to instruct a student pilot to the level required for the issue of an SPL.. (Tick ✓) ☐

Attach

- Copy of ATO / DTO approval,
- Course Completion Certificate
- Original Assessment of Competence

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): ISSUE

6.FI(B) DECLARATION OF COURSE COMPLETION (BFCL.330 FI(B)) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved FI(S) Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

- i) At least 25 hours of teaching and learning (Tick ✓) ☐
- ii) At least 12 hours of theoretical knowledge instruction, including progress tests; (Tick ✓) ☐
- iii) At least three hours of flight instruction, including three take-offs and landings. (Tick ✓) ☐
- iv) the elements specified in point BFCL.325; (Tick ✓) ☐
- v) Additionally, if the privileges of the FI(S) certificate will include the privileges as specified in point SFCL.315(a)(4) and (a)(6), at least six hours of dual flight instruction on TMGs. (Tick ✓) ☐

B. Applicants holding an instructor certificate:

- (i) Applicants who already hold an instructor certificate in accordance with Annex III (Part-SFCL) to Implementing Regulation (EU) 2018/1976 or with Annex I (Part-FCL) to Regulation (EU) No 1178/2011 shall be fully credited towards the requirement in paragraph (b)(2). (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): PRIVILEGES

Applicant's Name:		Licence Number:					
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7a. FI(B) EXTENSION OF PRIVILEGES

EXTENSION OF PRIVILEGES TO FURTHER CLASSES AND GROUPS OF BALLOONS provided that the applicant has completed

BFCL.315 FI(B) (a)(2)	At least 15 hours of flight time as PIC in each relevant class (Tick ✓) <input type="checkbox"/>	Attach Certified copies of logbook pages
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NIGHT RATING OR A TETHERED FLIGHT RATING, provided that the applicant has

BFCL.315 FI(B) (a)(3)	received specific training in providing instruction for the relevant rating at an ATO or at a DTO; (Tick ✓) <input type="checkbox"/>	Attach • Copy of ATO / DTO approval, • Course Completion Certificate
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FI(B) CERTIFICATE, provided that the applicant has:

BFCL.315 FI(B) (a)(4)	completed at least 50 hours of flight instruction on balloons; (Tick ✓) <input type="checkbox"/> in accordance with the procedures established for that purpose by the competent authority, conducted at least one hour of flight instruction for the FI(B) certificate under the supervision and to the satisfaction of an FI(B) who is qualified in accordance with this subparagraph and nominated by the head of training of the ATO or the DTO. (Tick ✓) <input type="checkbox"/>	Attach • Evidence of relevant flight instruction sessions • Certified copies of logbook pages
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Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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FLIGHT INSTRUCTOR FOR BALLOONS – FI(B): RECENCY

Applicant's Name:		Licence Number:						
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8b. FI(B) RECENCY

If the FI(B) certificate holder has failed to complete the instruction flight under supervision to the satisfaction of the FI(B) in accordance with paragraph BFCL.360 FI(B) (a)(2), he or she shall not exercise the privileges of the FI(B) certificate until he or she has successfully

**BFCL.360 FI(B)
(c)**

completed an assessment of competence in accordance with point BFCL.345.
(Tick ✓) ☐

**Attach Original
Assessment of
Competence**

To resume the exercise of the privileges of the FI(B) certificate, an FI(B) certificate holder who does not comply with all the requirements in paragraph BFCL.360 FI(B)(a) shall

**BFCL.360 FI(B)
(d)**

Complete instructor refresher training at an ATO, a DTO, or a competent authority during which the holder shall receive theoretical knowledge instruction for refreshing and updating the knowledge relevant for balloon instructors; (Tick ✓) ☐
and
shall pass an assessment of competence on a balloon to demonstrate to an examiner qualified in accordance with point BFCL.415(c) the ability to instruct a student pilot to the level required for the issue of a BPL. (Tick ✓) ☐

Attach

- **Copy of ATO / DTO approval,**
- **Course Completion Certificate**
- **Original Assessment of Competence**

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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SYNTHETIC TRAINING INSTRUCTOR – STI: ISSUE

6.STI DECLARATION OF COURSE COMPLETION (FCL.930.STI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved STI Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

i) The training course for the STI shall comprise at least 3 hours of flight instruction related to the duties of an STI in an FFS, FTD 2/3 or FNPT II/III, under the supervision of an FIE. These hours of flight instruction under supervision shall include the assessment of the applicant's competence as described in FCL.920.

(Tick ✓) ☐

ii) For applicants for an STI(H), the course shall also include the FFS content of the applicable TRI course.

(Tick ✓) ☐


Applicants for an STI(A) wishing to instruct on a BITD only, shall complete the flight instruction on a BITD.

The privileges of STIs shall be restricted to the FSTD in which the STI training course was taken.

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

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SYNTHETIC TRAINING INSTRUCTOR – STI: PRIVILEGES

Applicant's Name:		Licence Number:							
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7a. STI EXTENSION OF PRIVILEGES		
Privileges may be extended to other FSTDs representing further types of aircraft if in the period of 12 months immediately preceding the application the holders have:		
1.	<p>completed the FSTD content of the CRI or TRI course on the class or type of aircraft for which instructional privileges are sought; (Tick ✓) <input type="checkbox"/></p> <p>passed in the FSTD on which flight instruction is to be conducted, the applicable section of the proficiency check in accordance with Appendix 9 to this Annex for the appropriate class or type of aircraft. (Tick ✓) <input type="checkbox"/></p> <p>FOR STIs(A) INSTRUCTING ON BITD ONLY, the proficiency check shall include only the exercises appropriate for the skill test for the issue of a PPL(A); conducted, on a CPL, an IR, a PPL or a class or type rating course, at least 3 hours of flight instruction under the supervision of an FI, a CRI(A), an IRI or a TRI nominated by the ATO for this purpose, (Tick ✓) <input type="checkbox"/></p> <p>including at least 1 hour of flight instruction that is supervised by an FIE in the appropriate aircraft category. (Tick ✓) <input type="checkbox"/></p>	<p>Attach</p> <ul style="list-style-type: none">• Copy of ATO approval,• Course Completion Certificate• Simulator/training device qualification• Evidence of supervised training given• Passed LPC form
Attach appropriate documentation to this application form to support the above or this application will be rejected		



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SYNTHETIC TRAINING INSTRUCTOR – STI: REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. STI REVALIDATION

To revalidate an STI certificate, applicants shall, within the period of 12 months immediately preceding the expiry date of the STI certificate, comply with all of the following conditions:

Expiry Date of current STI certificate:		Attachments
1.	<p>have conducted at least 3 hours of flight instruction in an FSTD, as part of a complete CPL, IR, PPL or class or type rating course; (Tick ✓) <input type="checkbox"/></p> <p>have passed in the FSTD on which flight instruction is conducted, the applicable sections of the proficiency check in accordance with Appendix 9 to this Annex for the appropriate class or type of aircraft. (Tick ✓) <input type="checkbox"/></p> <p>For STIs(A) instructing on BITDs only, the proficiency check shall include the exercises appropriate for a skill test for the issue of a PPL(A) only.</p>	<p>Evidence of flight instruction given</p> <p>And</p> <p>Passed LPC form</p>

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. STI RENEWAL

To renew STI certificate, the applicants shall within the period of 12 months immediately preceding the application for the renewal:

Expiry Date of last STI certificate:		Attachments
1.	<p>complete a refresher training as an STI at an ATO;</p> <p>pass in the FSTD on which flight instruction is conducted, the applicable sections of the proficiency check in accordance with Appendix 9 to this Annex for the appropriate class or type of aircraft. (Tick ✓) <input type="checkbox"/></p> <p>For an STI(A) instructing on BITDs only, the proficiency check shall include the exercises appropriate for a skill test for the issue of a PPL(A) only; (Tick ✓) <input type="checkbox"/></p> <p>conduct, in the relevant aircraft category, on a complete CPL, IR, PPL or class or type rating course,</p> <p>at least 3 hours of flight instruction under the supervision of an FI, a CRI, an IRI or a TRI nominated by the ATO for this purpose, (Tick ✓) <input type="checkbox"/></p> <p>including at least 1 hour of flight instruction supervised by a flight instructor examiner (FIE). (Tick ✓) <input type="checkbox"/></p>	<p>Attach</p> <ul style="list-style-type: none">• Copy of ATO approval,• Course Completion Certificate• Simulator/training device qualification• Evidence of supervised training given• Passed LPC form

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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MOUNTAIN RATING INSTRUCTOR – MI: ISSUE

6.MI DECLARATION OF COURSE COMPLETION (FCL.930.MI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:
Successfully completed an approved MI Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

i) The training course for the MI shall include the assessment of the applicant's competence as described in FCL.920. (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:

The MI certificate is valid as long as the, FI, TRI or CRI certificate is valid.



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FLIGHT TEST INSTRUCTOR – FTI: ISSUE

6.FTI DECLARATION OF COURSE COMPLETION (FCL.930.FTI) (Initial Issue Only)

Note: to be completed by the DTO / ATO Head of Training

Training Organisation (DTO / ATO):

Approval No:

Approval issued by :

I certify that (name)

..... has:

Successfully completed an approved FTI Training Course in accordance with Approved Training Manual for the specified aircraft category.

AIRCRAFT CATEGORY:

A. The course consisted of:

- i) 25 hours of teaching and learning; (Tick ✓) ☐
- ii) 10 hours of technical training, including revision of technical knowledge, the preparation of lesson plans and the development of classroom/simulator instructional skills; (Tick ✓) ☐
- iii) 5 hours of practical flight instruction under the supervision of an FTI qualified in accordance with FCL.905.FTI(b). These hours of flight instruction shall include the assessment of the applicant's competence as described in FCL.920. (Tick ✓) ☐

B. Applicants holding or having held an instructor certificate:

- (i) Applicants holding or having held an instructor certificate shall be fully credited towards the requirement of (A)(i) above. (Tick ✓) ☐
- (ii) In addition, applicants holding or having held an FI or TRI certificate in the relevant aircraft category shall be fully credited towards the requirements of (A)(ii) above. (Tick ✓) ☐

Name of Approved Signatory:

Signature of Approved Signatory:

Date:



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FLIGHT TEST INSTRUCTOR – FTI: REVALIDATION / RENEWAL

Applicant's Name:		Licence Number:							
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8a. FTI REVALIDATION

Revalidation. For revalidation of an FTI certificate, the applicant shall, within the validity period of the FTI certificate, fulfil one of the following requirements:

Expiry Date of current FTI certificate:		Attachments
1.	50 hours of flight tests, of which at least 15 hours shall be within the 12 months preceding the expiry date of the FTI certificate; and (Tick ✓) <input type="checkbox"/> 5 hours of flight test flight instruction within the 12 months preceding the expiry date of the FTI certificate; (Tick ✓) <input type="checkbox"/>	Evidence of flight instruction given And Certified copies of logbook pages
2.	receive refresher training as an FTI at an ATO. and (Tick ✓) <input type="checkbox"/> at least 1 instruction flight under the supervision of an FTI qualified in accordance with FCL.905.FTI(b). (Tick ✓) <input type="checkbox"/>	Copy of ATO course completion And Evidence of supervised training given

Attach appropriate documentation to this application form to support the above or this application will be rejected

8b. FTI RENEWAL

If the FTI certificate has lapsed, the applicant shall

Expiry Date of last FTI certificate:		Attachments
1.	the applicant shall receive refresher training as an FTI at an ATO (Tick ✓) <input type="checkbox"/>	Attach a Course Completion Certificate

Attach appropriate documentation to this application form to support the above or this application will be rejected



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SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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ASSESSMENT OF COMPETENCE – FI / CRI / IRI

Applicant's Name:		Licence Number:					
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9. Declaration by the Instructor Applicant: I understand that I am undertaking an Assessment of Competence in the role of Instructor and must pass Sections 1 through 5 of Assessment of Competence.

Instructor Applicant Signature :

Date:

Note: The Training and Assessment of instructors should be made against the performance standards at Appendix A to this form "Instructor Competencies and Assessment" (see AMC1 FCL.920):

Section 1 THEORETICAL KNOWLEDGE ORAL

Item No.	Description	Item N/A	1 st Attempt	2 nd Attempt	Comments
1.1	Air law				
1.2	Aircraft general knowledge				
1.3	Flight performance and planning				
1.4	Human performance and limitations				
1.5	Meteorology				
1.6	Navigation				
1.7	Operational procedures				
1.8	Principles of flight				
1.9	Training administration (Training Records – course approvals, Aircraft, FSTD approvals etc.)				

Section 2 PRE-FLIGHT BRIEFING

Note: Sections 2 and 3 selected main exercises:

Item No.	Description	Item N/A	1 st Attempt	2 nd Attempt	Comments
2.1	Visual presentation				
2.2	Technical accuracy				
2.3	Clarity of explanation				
2.4	Clarity of speech				
2.5	Instructional technique				
2.6	Use of models and aids				
2.7	Student participation				

Section 3 FLIGHT

Item No.	Description	Item N/A	1 st Attempt	2 nd Attempt	Comments
3.1	Arrangement of demo				
3.2	Synchronisation of speech with demo				
3.3	Correction of faults				
3.4	Aircraft handling / FSTD Operation				
3.5	Instructional technique				
3.6	General airmanship and safety				
3.7	Positioning and use of airspace				

SUBPART J - INSTRUCTOR APPLICATION & ASSESSMENT FORM

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ASSESSMENT OF COMPETENCE – FI / CRI / IRI Cont'd

Applicant's Name:		Licence Number:						
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Section 4 MULTI-ENGINE EXERCISES

NOTE: These exercises are to be demonstrated at the assessment of competence for FI for ME aircraft.

Item No.	Description	Item N/A	1 st Attempt	2 nd Attempt	Comments
4.1	Actions following an engine failure shortly after take-off				
4.2	SE approach and go-around				
4.3	SE approach and landing				

Section 5 POSTFLIGHT DE-BRIEFING

Note: Instructor Applicants should demonstrate the ability to facilitate and record a constructive and inclusive debrief, identifying all the positive aspects of the Assessment and also areas that need improvement or re-assessment.

Item No.	Description	Item N/A	1 st Attempt	2 nd Attempt	Comments
5.1	Visual presentation				
5.2	Technical accuracy				
5.3	Clarity of explanation				
5.4	Clarity of speech				
5.5	Instructional technique				
5.6	Use of models and aids				
5.7	Student participation				

Section 6 OTHER EXERCISES

Additional demonstration exercises, related to the Training requirements for the applicable Instructor certificate and / or items from Appendix A – (AMC1 FCL.920) Instructor Competencies and Assessment

[illegible]



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ISSUE / RE-VALIDATION / RENEWAL / EXTENSION

ASSESSMENT OF COMPETENCE – FI / CRI / IRI Cont'd

Applicant's Name:		Licence Number:							
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Section 7. NOTIFICATION OF COMPLETION OF ASSESSMENT OF INSTRUCTOR COMPETENCIES

FLIGHT INSTRUCTOR EXAMINER'S (FIEs) or TRE ASSESSMENT

FOR EXTENSION OF FI/CRI PRIVILEGES TO INCLUDE NIGHT, AEROBATIC OR TOWING INSTRUCTION, THIS SECTION MAY BE COMPLETED BY A FLIGHT INSTRUCTOR INSTRUCTOR (FI)

I hereby certify completion of the **Assessment of Competence** for Instructor Privileges in accordance with PART-FCL requirements for:

Instructor Applicant Name:

.....

Aircraft Class
or Type:

Aircraft
Registration or
FSTD ID No.:

Date:

...../...../.....

Time OFF
Blocks:

Time ON Blocks:

Total Time:

2nd Flight (if required to complete this Assessment of Competence)

Aircraft Class
or Type:

Aircraft
Registration or
FSTD ID No.:

Date:

...../...../.....

Time OFF
Blocks:

Time ON Blocks:

Total Time:

Result by Section (Pass or Fail)

1.

2.

3.

4.

5.

6.

Sections for re-test (Tick)

RESULT
(Tick as applicable)

PASS

PARTIAL PASS

FAIL

In this case please fill in section 8 & see Note below

See Note below

NOTE : In the case of a FAIL or a PARTIAL PASS: I understand that I may not exercise the privileges of my Instructor Certificate, until the successful completion of training and a further Assessment of Competence is completed satisfactorily.

Flight Instructor Signature & Number

DATE

...../...../.....

Examiner Signature & Number

DATE

...../...../.....

Instructor Applicant Signature

DATE

...../...../.....



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ASSESSMENT OF COMPETENCE – FI / CRI / IRI Cont'd

Applicant's Name:		Licence Number:							
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8. PARTIAL PASS - NOTIFICATION OF COMPLETION OF PARTIAL PASS (2nd Attempt)

FLIGHT INSTRUCTOR EXAMINER'S (FIEs) or TRE ASSESSMENT FOR EXTENSION OF FI/CRI PRIVILEGES TO INCLUDE NIGHT, AEROBATIC OR TOWING INSTRUCTION, THIS SECTION MAY BE COMPLETED BY A FLIGHT INSTRUCTOR INSTRUCTOR (FII) I hereby certify completion of the Assessment of Competence for Instructor Privileges in accordance with PART-FCL requirements for:	Instructor Applicant Name:
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Aircraft Class or Type:		Aircraft Registration or FSTD ID No.:		Date:/...../.....
Time OFF Blocks:		Time ON Blocks:		Total Time:	

2nd Flight (if required to complete this Assessment of Competence)

Aircraft Class or Type:		Aircraft Registration or FSTD ID No.:		Date:/...../.....
Time OFF Blocks:		Time ON Blocks:		Total Time:	

Result by Section (Pass or Fail)	1.	2.	3.	4.	5.	6.
RESULT (Tick as applicable)	PASS		<input type="checkbox"/>			
	FAIL		<input type="checkbox"/>			

NOTE : In the case of a FAIL: I understand that I may not exercise the privileges of my Instructor Certificate, until the successful completion of training and a further Assessment of Competence is completed satisfactorily.

Flight Instructor Signature & Number	DATE/...../.....	
Examiner Signature & Number	DATE:/...../.....	
Instructor Applicant Signature	DATE:/...../.....	



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ASSESSMENT OF COMPETENCE – TRI / SFI

Applicant's Name:		Licence Number:							
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9. Declaration by the Instructor Applicant: I understand that I am undertaking an Assessment of Competence in the role of Instructor and must pass Sections 1 through 5 of Assessment Of Competence.

Instructor Applicant Signature :	Date:
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Section 1 GENERAL				
Item No.	Description	Pass (✓)	Fail (✓)	Comments
Note: The Training and Assessment of instructors should be made against the performance standards at Appendix A to this form "Instructor Competencies and Assessment" (see AMC1 FCL.920):				
1.1	Safety Awareness			
1.2	Aircraft Technical knowledge			
1.3	Knowledge, Skills and Attitudes relevant to the role of the TRI / SFI			
1.4	Importance of human factors in the man-machine environment and the role of CRM			
1.5	Identification and correction of errors			
1.6	Standard Operating procedures			
1.7	Training administration (Training Records – course approvals, Aircraft, FSTD approvals etc.)			
Section 2 PRE FLIGHT BRIEFING				
Item No.	Description	Pass (✓)	Fail (✓)	Comments
2.1	Presentation technique			
2.2	Technical accuracy			
2.3	Clarity of explanation			
2.4	Clarity of speech			
2.5	Instructional technique			
2.6	Use of training aids			
2.7	Student participation			



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ASSESSMENT OF COMPETENCE – TRI / SFI – Cont'd

Applicant's Name:		Licence Number:							
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Section 3 FLIGHT				
Item No.	Description	Pass (✓)	Fail (✓)	Comments
3.1	Effectiveness of demonstration exercise			
3.2	Correction of errors or techniques			
3.3	Aircraft / FSTD Operation			
3.4	Instructional technique			
3.5	General airmanship and safety			
3.6	Positioning and use of airspace			
3.7	Interaction with Student			
Section 4 POST FLIGHT DEBRIEFING (AMC1 FCL.1020 – (g))				
Item No.	Description	Pass (✓)	Fail (✓)	Comments
Note: Instructor Applicants should demonstrate the ability to facilitate and record a constructive and inclusive de-brief, identifying positive aspects of the Assessment and also areas that need improvement or re-assessment.				
4.1	Presentation technique			
4.2	Technical accuracy			
4.3	Clarity of explanation			
4.4	Clarity of speech			
4.5	Instructional technique			
4.6	Use of training aids			
4.7	Student participation			
Section 5 OTHER EXERCISES				
Item No.	Description	Pass (✓)	Fail (✓)	Comments
Additional demonstration exercises, related to the Training requirements for the applicable Instructor certificate and / or items from Appendix A – (AMC1 FCL.920) Instructor Competencies and Assessment				
5.1				
5.2				
5.3				



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ASSESSMENT OF COMPETENCE – TRI / SFI – Cont'd

Applicant's Name:		Licence Number:							
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C. NOTIFICATION OF COMPLETION OF ASSESSMENT OF COMPETENCE												
FSTD ID No. or Aircraft Registration:												
Location:												
Aircraft Type:												
Time ON Blocks:				Time OFF Blocks:				TOTAL Time:				
Candidate(s) Observed under Training			Name(s)				Licence Number(s)					
(i) PF <input type="checkbox"/> PM <input type="checkbox"/>												
(ii) PF <input type="checkbox"/> PM <input type="checkbox"/>												
Specify Type of Training conducted by Instructor Applicant (Tick ✓)			FSTD		<input type="checkbox"/>		AIRCRAFT TRAINING		<input type="checkbox"/>			
RESULT (Tick ✓)			PASS		<input type="checkbox"/>		FAIL		<input type="checkbox"/>		If result is Fail, report details in Section D.	
INSTRUCTOR APPLICANT:												
Signature :								Date:				
Examiner Declaration:												
I hereby certify completion of the Assessment of Competence for Instructor Privileges for the above-named Instructor Applicant:												
Name : (Block Capitals)												
Signature :								Date:				



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Appendix A - Instructor Competencies and Assessment (AMC1 FCL.920)

No.	Competence	Performance	Knowledge
1.	Prepare resources	(a) ensures adequate facilities; (b) prepares briefing material; (c) manages available tools.	(a) understand objectives; (b) available tools; (c) competency-based training methods.
2.	Create a climate conducive to learning	(a) establishes credentials, role models appropriate behaviour; (b) clarifies roles; (c) states objectives; (d) ascertains and supports trainees needs.	(a) barriers to learning; (b) learning styles.
3.	Present knowledge	(a) communicates clearly; (b) creates and sustains realism; (c) looks for training opportunities.	(a) teaching methods.
4.	Integrate TEM or CRM	(a) makes TEM or CRM links with technical training.	(a) HF, TEM or CRM.
5.	Manage time to achieve training objectives	(a) allocates time appropriate to achieving competency objective.	(a) syllabus time allocation.
6.	Facilitate learning	(a) encourages trainee participation; (b) shows motivating, patient, confident and assertive manner; (c) conducts one-to-one coaching; (d) encourages mutual support.	(a) facilitation; (b) how to give constructive feedback; (c) how to encourage trainees to ask questions and seek advice;
7.	Assesses trainee performance	(a) assesses and encourages trainee self-assessment of performance against competency standards; (b) makes assessment decision and provide clear feedback; (c) observes CRM behaviour.	(a) observation techniques; (b) methods for recording observations.
8.	Monitor and review progress	(a) compares individual outcomes to defined objectives; (b) identifies individual differences in learning rates; (c) applies appropriate corrective action	(a) learning styles; (b) strategies for training adaptation to meet individual needs.
9.	Evaluate training sessions	(a) elicits feedback from trainees; (b) tracks training session processes against competence criteria; (c) keeps appropriate records.	(a) competency unit and associated elements; (b) performance criteria.
10.	Report outcome	reports accurately using only observed actions and events.	(a) phase training objectives; (b) individual versus systemic weaknesses.



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Applicant's
Name:

Licence
Number:

9. IAA PAYMENT FORM

Full details of fees charged and levied by the IAA can be found in the current [Fees Schedule](#).

I am paying by:

CREDIT CARD ☐ DEBIT CARD ☐

- PLEASE DO NOT SEND CASH -

Please note that we do not accept **AMERICAN EXPRESS** or **DINERS CARD**.

If paying by credit or debit card please complete the information required below (in block capitals).

Name of Card holder (as stated on the card) _____

Card Number

Valid from: / Expiry Date /

Security Code (last 3 digits on signature strip on reverse of card)

Note: All credit card details are destroyed upon completion of the transaction.