



Form. No. ECON.ACW.F-105-205 A
 AMDT No. 8
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 Issue Date: 02/10/2024

**PART-FCL
 LIGHT AIRCRAFT PILOT LICENCE OR
 PRIVATE PILOT LICENCE
 (AEROPLANE)
 APPLICATION & SKILL TEST REPORT FORM**

MySRS Reference Number: IAA - -

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

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

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

Part 1 - APPLICATION

NOTE 1: 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 2: 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 medical records are not held by the IAA, your application will be rejected.**

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

1. APPLICANT'S PERSONAL DETAILS

To be completed by the applicant

Surname First Name(s)

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

Nationality Place of Birth (Town) (Country)

Permanent address

 Postcode

Contact Tel. No. Mobile Tel. No.

E-mail address Fax Number

Address for correspondence (if different from above)
 Postcode

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

To be completed by the applicant

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



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3. APPLICATION (tick as appropriate)

To be completed by the applicant

I am applying for the initial issue of a Part-FCL LAPL (A) PPL (A) including the Class and/or Type rating indicated below;

Single-engine Piston (Land) Touring Motor Glider

Other Class rating (Please specify Class

Type rating (Please specify Type

If applying for the issue of a Part-FCL PPL (A) on conversion of an ICAO Annex 1 compliant PPL (A), CPL (A) or ATPL (A), please tick this box

4. MEDICAL CERTIFICATE

To be completed by the applicant

State of Issue	Class	Date of Medical examination	Expiry Date of Class 2 privileges	AME Name, Medical Centre & Location	AME No.	Details of any Limitations / Endorsements	IAA use only

5. TRAINING COURSE, FLYING EXPERIENCE & CREDITING

To be completed by the ATO

(Note: Tick the certification at either 5.1 (FCL.115 LAPL course), 5.2 (FCL.210 PPL course) or 5.3 (ANNEX III (B) ICAO licence conversions), as applicable.

I certify that (name) has:

5.1 satisfactorily completed a course of theoretical knowledge and flight instruction (as set out in items 1 to 8 of the 'Training Course Summary' below) for the issue of a Part-FCL Light Aircraft Pilot Licence (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Light Aircraft Pilot Licence (Aeroplane). I hereby recommend the applicant for the LAPL (A) skill test.

or

5.2 satisfactorily completed a course of theoretical knowledge and flight instruction (as set out in items 1 to 8 of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot Licence (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Private Pilot Licence (Aeroplane). I hereby recommend the applicant for the PPL (A) skill test.

or

5.3 satisfactorily completed a course of flight instruction to upgrade a LAPL(A) to a PPL(A) (as set out in item 14 to 21 of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot Licence (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Private Pilot Licence (Aeroplane). I hereby recommend the applicant for the PPL (A) skill test.

or

5.4 presented an ICAO pilot's licence and pilot logbook(s) and that the flight experience shown therein (as set out in items 9 to 13 of the 'Training Course Summary' below) meets the requirements for the issue of a Part-FCL Private Pilot Licence (Aeroplane). I recommend the applicant for the PPL (A) skill test



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Training Course Summary (For ICAO licence conversions, complete section 5b only table) (For LAPL to PPL conversions, complete section 5c only table)		Part-FCL minima All times are Hours	Hours / Completed	IAA use only
1.	Theoretical knowledge instruction	Examinations		
2.	Supervised Solo flight time in Aeroplanes	LAPL 6 hrs / PPL 10 hrs		
3.	Supervised Solo cross-country flight time in Aeroplanes	LAPL 3 hrs / PPL 5 hrs		
4.	<p>LAPL: Date of most recent solo cross-country flight of at least 150 km (80 NM), during which 1 full stop landing at an aerodrome different from the aerodrome of departure shall be made. (Specify Aerodromes of Departure and Landings below)</p> <p>Route: From _____ to _____ Track Miles _____ NM From _____ to _____ Track Miles _____ NM</p> <p style="text-align: right;">TOTAL_____NM</p> <p>PPL: Date of most recent solo cross-country flight of at least 270km (150nm) during which full stop landings at two aerodromes different from the aerodrome of departure have been made (Specify Aerodromes of Departure and Landings below)</p> <p>Route: From _____ to _____ Track Miles _____ NM From _____ to _____ Track Miles _____ NM From _____ to _____ Track Miles _____ NM</p> <p style="text-align: right;">TOTAL_____NM</p>		Date...../...../.....	
5.	Dual instruction in Aeroplanes	LAPL 15 hrs / PPL 25 hrs		
6.	Flight instruction in a FSTD (Type of Device _____) (FSTD Identification No. _____)	PPL 5 hrs (max)		
7.	Credit for PIC flight time in aircraft categories other than Aeroplanes (i.a.w. FCL.210.A para. (d)) State Aircraft Category PIC flight time flown in _____ (e.g. Helicopter, Gyroplane, Sailplane etc.) Total PIC flight time in Aircraft Category above _____	LAPL 15 hrs (max) / PPL 10 hrs (max)		
8.	Total Flight Time	LAPL 30 hrs / PPL 45 hrs		

Approved / Declared Training Organisation (A/DTO) A/DTO No.....

Competent Authority of A/DTO

Name of Head of Training

Signature of Head of Training: Date:



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Training Course Summary (For ICAO licence conversions, complete section 5b only table) (For LAPL to PPL conversions, complete section 5c only table)	Part-FCL minima All times are Hours	Hours / Completed	IAA use only
	To be completed by the A/DTO		

5b. CONVERSION – ICAO Annex 1 Licence issued by a third country

CONVERSION of a PPL, a CPL or an ATPL licence issued in compliance with the requirements of Annex 1 to the Chicago Convention by a third country

9.	Total flight time as a pilot of Aeroplanes (ICAO licence conversions only)	100		
10	Written examinations in Air Law and Human Performance	Examinations		
11	Class 2 medical certificate, issued in accordance with Part-Medical;	Class 2 Medical		
12	Language proficiency in accordance with FCL.055;	Level 4 minimum		
13	Fulfil the requirements for the issue of the relevant class or type rating.	Subpart H		

Approved / Declared Training Organisation (A/DTO) A/DTO No.....
 Competent Authority of A/DTO
 Name of Head of Training
 Signature of Head of Training: Date:

5c. TRAINING COURSE, FLYING EXPERIENCE & CREDITING LAPL(A) to PPL(A)

To be completed by the A/DTO

Specific requirements for applicants holding an LAPL(A) applying for a PPL(A) in compliance Regulation (EU) No. 1178/2011 Annex I FCL.210.A(b)

14.	Total flight time on aeroplanes	45 hrs min		
15.	Total flight time on aeroplanes after the issue of the LAPL(A)	15 hrs min		
16	Flight instruction completed in a training course at a DTO or at an ATO after the issue of the LAPL(A)	10 hrs min		
17.	Training course supervised solo flight time	4 hrs min		
18.	Training course solo cross-country flight time	2 hrs min		
19.	At least one cross-country flight of at least 270 km (150 NM), during which full stop landings at two aerodromes different from the aerodrome of departure shall be made	1 hrs min		
20.	Class 2 medical certificate, issued in accordance with Part-Medical;	Class 2 Medical		
21.	Language proficiency in accordance with FCL.055;	Level 4 minimum		

Approved / Declared Training Organisation (A/DTO) A/DTO No.....
 Competent Authority of A/DTO
 Name of Head of Training
 Signature of Head of Training: Date:



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6. DECLARATION OF FURTHER TRAINING (if applicable) To be completed by the ATO

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

Approved / Declared Training Organisation (A/DTO) A/DTO No.

Competent Authority of A/DTO

Name of Head of Training

Signature of Head of Training: Date:

7. THEORETICAL KNOWLEDGE EXAMINATIONS To be completed by the applicant

Level of examinations passed (e.g. LAPL (A) / PPL(A), CPL(A) or ATPL(A))	Member State under whose authority exams were passed	Date of final examination pass	Expiry date of examination pass	IAA use only

8. ENGLISH LANGUAGE PROFICIENCY (ELP) To be completed by the applicant

Date of ELP Assessment	Level achieved	Name of Examiner	Examiner Number	IAA use only

9. LAPL (A) / PPL(A) SKILL TEST To be completed by the applicant

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

10. APPLICANT'S DECLARATION To be completed by the applicant

I hereby declare that:-

- 1) I do not hold a Part-FCL licence issued by another EASA Member State;
- 2) I have not applied for a Part-FCL flight crew licence in another Member State;
- 3) I have never held a flight crew licence, issued another Member State, which was revoked or suspended.

I further declare that the information given in this form is true and correct to the best of my knowledge and belief.

Applicant's Signature Date

11. IAA SUMMARY PRIVACY NOTICE

How will we use your information?

The information you provide to us via this form will be used to enable us to carry out our regulatory duties including processing your request detailed in Section 3 of this form, the administration and maintenance of subsequent licences/certificates and for enforcement purposes.

We will not disclose any of your information to any organisation without your explicit consent, except where we are obliged to do so under relevant EU and Irish legislation, or to verify supporting documentation supplied by you, or to comply with law enforcement agencies.

Where can you find out more?

To find out more about how the IAA respects your privacy, please read our detailed privacy notice at <https://www.iaa.ie/home/footer-tools/privacy> or contact our Data Protection Officer at dataprotection@iaa.ie, or write to Data Protection Officer, Irish Aviation Authority, The Times Building, 11-12 D'Olier Street, Dublin 2, D02 T449. Date:



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PART 2 – EXAMINER REPORT FOR LAPL (A) / PPL (A) SKILL TEST

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

Attempt No.: Date of Test: Place of Test:

Applicant's signature:

I certify that I have examined the training records (as applicable) and pilot logbook(s) of (name) and that the entries contained therein meet, in full, the qualification, training and experience requirements for the initial issue of a Part-FCL Light Aircraft Pilot Licence (Aeroplane) / Private Pilot Licence (Aeroplane). I have made the applicant aware of the consequences of providing incomplete, inaccurate or false information related to their training and flight experience.

Examiner's Name: Examiner Number:

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

Examiners signature:

Note: Examiners are reminded that they must complete Part 2 (Examiner report for LAPL (A) / PPL (A) skill test) and submit the original to the IAA's Personnel Licensing Office as soon as practicable but at within 7 days of the date of skill test together with a copy of the 'Notification of Test' confirmation email (including signed declaration).

DETAILS OF FLIGHT(S)

Attempt No.					
Date	Aircraft Type	Registration	Block Times		Duration
			Departure	Arrival	

Result: Pass Partial Pass Fail

Partial pass / Fail only: If applicable, specify any further training requirement (hours) prior to re-test:
 A/C Sim/FNPT II Ground

Partial Pass Re-test					
Date	Aircraft Type	Registration	Block Times		Duration
			Departure	Arrival	

Result: Pass Fail

Fail only
 If applicable, specify any further training requirement (hours) prior to the next attempt::
 A/C Sim/FNPT II Ground



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Name of applicant Date of Birth (dd/mm/yyyy)

Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections

Section 1 – Pre-flight operations and departure						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Pre-flight documentation, NOTAM & weather brief					
b	Mass & balance and performance calculation					
c	Aeroplane inspection & servicing					
d	Engine starting & after starting procedures					
e	Taxiing & aerodrome procedures, pre-take-off procedures					
f	Take-off and after take-off checks					
g	Aerodrome departure procedures					
h	ATC compliance and R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

Section 2 – General Airwork						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	ATC compliance and R/T procedures					
b	Straight and level flight, with speed changes					
c	Climbing: i. best rate of climb; ii. climbing turns; iii. levelling off.					
d	Medium (30° bank) turns					
e	Steep (45° bank) turns PPL: including recognition & recovery from a spiral dive					
f	Flight at critically low airspeed with and without flaps					
g	Stalling: i. Clean stall and recover with power; ii. Approach to stall descending turn with bank angle 20°, approach configuration; iii. Approach to stall in landing configuration.					
h	Descending: i. with and without power; ii. descending turns (steep gliding turns); iii. levelling off.					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	



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Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections

Section 3 – En-route procedures						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Flight plan, dead reckoning and map reading					
b	Maintenance of altitude, heading and speed					
c	Orientation, timing & revision of ETA's and log keeping					
d	Diversion to alternate aerodrome (planning & implementation)					
e	PPL: Use of radio navigation aids					
f	PPL: Basic instrument flying check (180° turn in simulated IMC)					
g	Flight management (checks, fuel systems & carburettor icing etc.)					
h	ATC compliance and R/T procedures					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

Section 4 – Approach and landing procedures						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Aerodrome arrival procedures - Collision avoidance (look-out procedures)					
b	* Precision landing (short field landing), crosswind, if suitable conditions available					
c	* Flapless landing					
d	* Approach to landing with idle power (SE only)					
e	Touch and go					
f	Go-around from low height					
g	ATC compliance and R/T procedures					
h	Actions after flight					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

* These items may be combined, at the discretion of the FE



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Name of applicant Date of Birth (dd/mm/yyyy)

Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections

Section 5 – Abnormal and emergency procedures						
	Unless annotated exercise to be completed by both LAPL & PPL candidates. <i>This section may be combined with sections 1 through 4</i>	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Simulated engine failure after take-off (SE only)					
b	* Simulated forced landing (SE only)					
c	Simulated precautionary landing (SE only)					
d	Simulated emergencies					
e	Oral questions					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

Section 6 – Simulated asymmetric flight and relevant class or type items						
	Unless annotated exercise to be completed by both LAPL & PPL candidates. <i>This section may be combined with sections 1 through 5 for PPL applicants</i>	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Simulated engine failure during take-off (at a safe altitude unless carried out in an FFS)					
b	Asymmetric approach and go-around					
c	Asymmetric approach and full stop landing					
d	Engine shutdown and re-start					
e	ATC compliance, R/T procedures or airmanship					
f	As determined by the FE: any relevant Items of the class or type rating skill test to include, if applicable: i. Aeroplane systems including handling of autopilot; ii. Operation of pressurisation system; iii. Use of de-icing and anti-icing system.					
g	Oral questions					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

* These items may be combined, at the discretion of the FE



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PART 1 GUIDANCE NOTES, PAYMENT FORM & SUBMISSION INSTRUCTIONS

Guidance Notes for Part 1

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

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

Section 1 – Applicant’s Personal Details

Please ensure that your First Name(s) are entered **exactly** as per the ‘evidence of identity’ document that you submit with your application - see Submission instructions at the end of this form.

The permanent address will be entered on your Part-FCL LAPL (A) / PPL(A), and will also be the address to which the licence will be sent. If you want the licence sent to an alternative address, please enter the details under ‘correspondence address’.

Section 2 – Details of Existing Flight Crew Licence(s) held

Please enter details of all flight crew licence(s) (including foreign licences) held.

Section 3 - Application

Please indicate the Class or Type rating for which you are applying, and if applicable, indicate if this is an application for conversion of an ICAO Annex 1 compliant PPL(A), CPL(A) or ATPL(A).

Section 4 – Medical Certificate

Please enter details of your valid Part-MED Class 1 or 2 Medical Certificate. **Note:** a JAR-FCL medical certificate is deemed to be a medical certificate issued in accordance with Part-MED.

Section 5 – Training Course, Flying experience & Crediting

This section must be completed by the A/DTO’s Head of Training or nominated Deputy.

The requirements for the initial issue of a Part-FCL LAPL (A) / PPL(A) are set out in Subpart C, Sections 1 & 2 of Commission Regulation (EU) No. 1178/2011 (as amended), and in COMMISSION DELEGATED REGULATION (EU) 2020/723, SECTION 3 for conversion of an ICAO Annex 1 compliant licence.

Credit for PIC flight time in an aircraft category other than Aeroplanes can only be claimed if a pilot licence, or equivalent privileges, is held for the appropriate category of aircraft. Any such credit shall be calculated in accordance with FCL.210.A (d).

Section 6 – Declaration of Further Training

This section must be completed by the ATO’s Head of Training (or nominated Deputy) where a previous attempt at the LAPL (A) / PPL(A) skill test resulted in a partial pass or fail and the examiner specified the need for further training before re-test / further attempt.

Section 7 – Theoretical Knowledge Examinations

Please enter details of your theoretical knowledge examination pass. If the examinations have not been passed with the IAA, the results will be verified as part of the licence issue process with the State under whose authority the exams were passed.

Section 8 – English Language Proficiency (ELP)

Please enter details of your ELP assessment.

Section 9 – PPL(A) Skill Test

Please enter details of your skill test pass. **Note:** Your application will not be processed until the IAA has received the completed original Part 2 of this form from the Examiner(s) in respect of all attempts at the LAPL (A) / PPL(A) skill test.

Section 10 – Applicant’s Declaration

This section must be completed after reviewing all information entered on the application form. If you are unable to agree with any of the statements in the declaration, please contact the Personnel Licensing Office for further advice before submitting this application.



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SUBMISSION INSTRUCTIONS (see Guidance Notes)

Send your completed application form to:

Personnel Licensing Office, Irish Aviation Authority, 11-12 D'Olier Street, Dublin 2, Ireland.

Please enclose the following:-

- All pilot logbooks
- Copy of your valid Part-MED or JAR-FCL Class 1 or 2 Medical Certificate
- Copy of your Passport or National Identity card as evidence of identity
- Copy of your theoretical knowledge examination results
- Completed payment form (if paying by credit / debit card), or cheque / postal order.

If Applicable

- Copy of ICAO PPL (A) / CPL (A) / ATPL (A) and validating medical certificate (**ICAO licence conversions ONLY**)
- Copy of relevant flight crew licence(s) / qualification(s) and validating medical certificate(s) (**if claiming credit in Section 5 for flight experience in an aircraft category other than aeroplanes**).
- English Language Proficiency Assessment form RPPL-F-270 (or local equivalent if completed with a non-IAA ELP assessor) (**Note:** the acceptance of a non-IAA ELP assessor or English Language Assessment Body must be confirmed by the IAA in advance)
- Copy of A/DTO Approval Certificate.
- Copy of the Flight Examiner's flight crew licence and examiner certificate
- Copy of the FSTD Qualification Certificate (**if an FSTD is used on the training course**)

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



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PAYMENT

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

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

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

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

MySRS Reference Number: IAA - -

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

- PLEASE DO NOT SEND CASH -