



Form. No. RPPL-F-103E
 AMDT No. 2.0
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 Issue Date: 28/08/2019

**APPLICATION FOR THE ISSUE OF A
 PART-FCL PRIVATE PILOT LICENCE
 (HELICOPTER)**

5. THEORETICAL KNOWLEDGE

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

6. ENGLISH LANGUAGE PROFICIENCY (ELP)

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

7. COURSE COMPLETION CERTIFICATE (to be completed by the Head of Training)

This Section does not apply to ICAO licence conversions.

I certify that (name) has satisfactorily completed a course of training for the grant of a Part-FCL Private Pilot Licence (Helicopter). I further certify that I have examined the applicants flying logbook(s) and that the entries contained therein meet, in full, the flying experience requirements for the grant of a Part-FCL Private Pilot Licence (Helicopter).

Date course started: Date course completed:

Training Course Summary	Part-FCL minima (Hours)	Hours completed	IAA use only
Supervised Solo flight time in Helicopters	10		
Supervised Solo cross-country flight time in Helicopters	5		
Dual instruction in Helicopters	25		
Flight instruction in a FNPT or FFS (Type of Device _____) (FSTD Identification No. _____)	5 (max)		
Credit for PIC flight time in aircraft categories other than Helicopters State Aircraft Category PIC flight time flown in _____ (e.g. Aeroplane, Gyroplane, 3-axis Microlight etc) Total PIC flight time in Aircraft Category above _____	6 (max)		
Total Flight Time	45		

Total flight instruction on the helicopter type used for the skill test	35		
Date of most recent solo cross-country flight of at least 185km (100NM) during which full stop landings at two aerodromes different from the aerodrome of departure have been made (Specify Aerodromes of Departure and Landings below)		Date...../...../.....	
Route: From _____ to _____ Track Miles _____ NM			
From _____ to _____ Track Miles _____ NM			
From _____ to _____ Track Miles _____ NM			
TOTAL _____ NM			

Approved Training Organisation (ATO) ATO Approval No.

Competent Authority issuing Approval

Name of Head of Training

Signature of Head of Training: Date:



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8. FLYING EXPERIENCE (ICAO licence conversions only)

	Part-FCL minima (Hours)	Hours completed	IAA use only
Total flight time as a pilot of Helicopters	100		

9. PPL(H) SKILL TEST (to be completed by the Examiner)

I certify that I have examined the applicants flying logbook(s) and the entries contained therein meet, in full, the flying experience requirements for the grant of a Part-FCL Private Pilot Licence (Helicopter).

I further certify that (Name) has passed the PPL(H) skill test, as follows

Pass date:/...../..... **Aircraft type:** **Aircraft registration:**

Examiner's Name: Examiner Number:

Issuing Competent Authority: Date of 'Non-IAA Examiner's Briefing' (if applicable):/...../.....

Examiners signature: Date:/...../.....

Note: Examiners are reminded that they must complete the Skill Test Report Form and submit to the IAA's Personnel Licensing Office within **14** days of the date of skill test, and if applicable, a copy of the confirmation email(s) from the IAA in respect of the 'Non-IAA Examiner's Briefing' and 'Notification of Test'.

10. 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 for the issue of a PPL (H), 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 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.

11. APPLICANT'S DECLARATION

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

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.



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GUIDANCE NOTES, PAYMENT FORM & SUBMISSION INSTRUCTIONS

Guidance Notes

All sections of the application form must be completed by the applicant personally.

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

Section 1 – 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 PPL(H), 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 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(H), CPL(H) or ATPL(H).

Section 4 – Medical Certificate

Please enter details of your valid Part-MED Class 1 or 2 Medical Certificate.

Section 5 – Theoretical Knowledge

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

Section 6 – English Language Proficiency (ELP)

Please enter details of your ELP assessment.

Section 7 – Course Completion Certificate

This section must be completed by the ATO's Head of Training or nominated Deputy.

This Section does not apply to ICAO PPL(H), CPL(H) or ATPL(H) licence conversions.

Note:- Credit for PIC flight time in an aircraft category other than Helicopters 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.H (c).

Section 8 – Flying Experience (ICAO licence conversions ONLY)

Please enter details of your total flying experience as pilot of Helicopters.

Section 9 – PPL(H) Skill Test

This section must be completed by the Examiner who conducted the PPL(H) skill test.

Section 11 – Applicant's Declaration

This section must be completed by the applicant 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 original Flying logbooks
- Copy of your valid Part-MED Class 1 or 2 Medical Certificate
- Copy of your Passport or National Identity card as evidence of identity
- Copy of your Part-FCL theoretical knowledge examination results
- Completed payment form (if paying by credit / debit card), or cheque / postal order.

If Applicable

- Copy of ICAO PPL(H) / CPL(H) / ATPL(H) 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 7 for flight experience in an aircraft category other than helicopters**).
- 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 ATO Approval Certificate (**if PPL(H) course is completed with a non-IAA approved ATO**).
- Copy of the Flight Examiner's flight crew licence and examiner certificate (**if skill test was completed with a non-IAA certificated Examiner**)
- 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.

PAYMENT FORM

The current PPL(H) issue fee can be found under '[Fees for Flight Crew Licensing](#)' on the IAA website (www.iaa.ie). The issue fee includes the issue of one helicopter type rating. Endorsement of additional rating(s) (e.g. Night rating or additional Type rating(s)) will incur an **additional** fee per rating.

Full details of fees charged and levied by the IAA are published in the [Irish Aviation Authority \(Fees\) \(No. 2\) Order](#).

I am paying by:-

CREDIT / DEBIT CARD **CHEQUE** **POSTAL ORDER**

- PLEASE DO NOT SEND CASH -

Please make cheques payable to 'Irish Aviation Authority'.

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

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)