	Form. No. RPPL-F-130E-2 AMDT No. 1 Page No 1 of 7 Issue Date: 30/05/2013	<p style="text-align: center;">APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES</p>
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This form is intended for applicants for a Synthetic Flight Instructor (SFI) Certificate issued in accordance with EC Reg. 216/2008 and EC 1178/2011, Annex I, subpart J, section 4 - SFI

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

1. PERSONAL DETAILS

Surname..... First Name(s).....
Title (Mr / Mrs / Ms etc)..... Date of Birth (dd/mm/yyyy).....
Nationality.....
Permanent address.....
.....
Contact Tel. No. Mobile Tel. No.
E-mail address.....
Address for correspondence (if different from above)

2. APPLICATION (tick as appropriate)

I am applying for the initial issue / re-validation / renewal / extension of privileges of the Instructor Certificate indicated below;


Synthetic Flight Instructor SFI (A) (Please specify aeroplane Type).....

3. DETAILS OF IAA LICENCE (Valid or Expired)

Type of Licence	State of Issue	Licence No.	Expiry Date (if applicable)

4. DETAILS OF INSTRUCTOR CERTIFICATE(S) HELD (IF APPLICABLE)

Type of Instructor Certificate	Certificate Expiry Date	Privileges	Restrictions (e.g. Simulator only etc.)

	Form. No. RPPL-F-130E-2	APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES
	AMDT No. 1 Page No 2 of 7 Issue Date: 30/05/2013	

5. PRE-COURSE FLIGHT EXPERIENCE (Initial Issue and Extension of Privileges Only)


Within the 12 months preceding the date of application:

Number of route sectors as Pilot or Flight Deck observer on the applicable aeroplane Type; or	
Number of line-orientated flight training-based simulator sessions conducted by a TRE on the simulator flight deck of the applicable type. These simulator sessions shall include 2 flights of at least 2 hours each between 2 different aerodromes, and the associated pre-flight planning and de-briefing	
SFI (MPA)	
Total flight time on Multi Pilot Aeroplanes	
SFI (SPA)	
Total flight time on Single Pilot Aeroplanes	
Expiry date of multi-engine IR(A) rating	
Date and Place of IRI course if SFI is to include Instrument Privileges	Date: _____ Place: _____
Please attach appropriate documentation to this application form to support the above	

6. DECLARATION OF COURSE COMPLETION (Initial Issue or extension of SFI privileges only) (Attach the ATO Certificate of course completion)

I certify that (name)..... has satisfactorily completed an approved course of training as follows:

Synthetic Flight Instructor SFI(A) (Please specify aircraft Type):	Type:
If claiming credit towards SFI Training Course in accordance with FCL.930.SFI (b), or FCL.930.TRI (b), please indicate the expiry date and type of instructor certificate you hold or have held:	
Instructor certificate type..... Issued By:..... Expiry Date:...../...../..... (Please attach copy to this application)	
COURSE CONTENT	
The FSTD content of the applicable type rating course	Part 1:.....hours of teaching and learning training
Part 2:..... hours of technical training.	Part 3:..... hours of flight instruction in an FSTD
PLEASE ATTACH LPC TO SHOW COURSE COMPLETION	(Tick)()
FSTD Qualification No.(s)	1. _____ 2. _____ 3. _____ 4. _____
Competent Authority issuing Qualification certificate for the FSTD(s):	
Approved Training Organisation (ATO):	ATO Approval No: _____
Competent Authority issuing ATO Approval:	
Name of Head of Training:	
Signature (Head of Training):	Date: _____

	Form. No. RPPL-F-130E-2	APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES
	AMDT No. 1 Page No 3 of 7 Issue Date: 30/05/2013	

7. Aeroplane - 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 and 3 below:

Expiry Date of current SFI certificate:		Enter Date of relevant revalidation requirement below	IAA USE ONLY
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		
2.	- receive instructor refresher training as a SFI at an ATO		
3.	- pass an assessment of competence in accordance with FCL.935. (Mandatory for each alternate revalidation)		
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)	Original Type LPC Form(s)	
Please attach appropriate documentation to this application form to support the above			


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

8. Aeroplane - SFI (A) Renewal

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

Expiry Date of last SFI certificate:		Please supply relevant renewal requirement below	IAA USE ONLY
1.	FSTD content of the applicable type rating course(s)	Original Type LPC Form(s)	
2.	Technical Training simulator instructional skills	Copy of ATO course completion	
3.	Flight Instruction in FSTD	Copy of ATO course completion	
4.	Receive instructor refresher training as an SFI at an ATO	Copy of ATO Refresher Training	
5.	Pass the relevant sections of the assessment of competence in accordance with FCL.935	Original Assessment of Competence	
Please attach appropriate documentation to this application form to support the above			

	Form. No. RPPL-F-130E-2	APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES
	AMDT No. 1	
	Page No 4 of 7	
	Issue Date: 30/05/2013	

9. Aeroplane - 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:			IAA USE ONLY
Requirement	TICK <input checked="" type="checkbox"/>	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. - pass the relevant sections of the assessment of competence in accordance with FCL.935		Original Assessment of Competence	
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 3 or 4 below:			
3. - hold an MCCI certificate; or		Attach Evidence as applicable	
4. - has held a TRI certificate for multi-pilot aeroplanes		Attach Evidence as applicable	

Please attach appropriate documentation to this application form to support the above

10. CONFIRMATION OF ASSESSMENT OF COMPETENCE (if Applicable) - To be completed by the Applicant


I have successfully completed an Assessment of Competence for the issue of an Instructor Certificate.

Assessment of Competence Date(s):

Aircraft Type **FSTD Qualification Number:**

Examiner's Name: **Examiner's Number:**

Note - Applicants are advised that the Certificate will not be issued until the **corresponding Assessment of Competence Report Form** is received from an accepted examiner.

	Form. No. RPPL-F-130E-2 AMDT No. 1 Page No 5 of 7 Issue Date: 30/05/2013	<p style="text-align: center;">APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES</p>
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11. APPLICANT'S DECLARATION

I declare that:

1. I do not hold a Part-FCL Instructor Certificate issued in another Member State
2. I have not applied for any Part-FCL Instructor Certificate in another Member State
3. I have never held a Part-FCL Instructor Certificate issued in 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.

I have fully reviewed all Guidance Notes and have submitted all of the necessary paperwork for my application to be considered.

Applicant SignatureDate.....

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.

12. SUBMISSION INSTRUCTIONS

Send your completed application form to:

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

Please enclose the following (as applicable to your application) :-


- Copy of relevant logbook pages **(If Applicable)**
- Copy of Instructor Certificates detailed at item 3 above **(Initial Issue)**
- Original supporting certificates for this application **(as applicable)** e.g. cert of completion etc.
- Copy of ATO Certificate **(as applicable)**
- Original Course Completion Certificate **(If Applicable)**
- Licence Proficiency Check
- Original Assessment of Competence Report Form
- Copy of FSTD Qualification Certificate **(as applicable)**
- Payment form **(section 14)** completed

Note 1 : As individual requirements may vary, the Authority may require additional documentation

Note 2: Failure to submit all required documentation may result in the return of your application

Note 3: Applicants should attach copies of ATO course approvals, Course completion certificates, FSTD approval certificates and copies of Examiner / Instructor certificates as applicable.

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.

	Form. No. RPPL-F-130E-2 AMDT No. 1 Page No 6 of 7 Issue Date: 30/05/2013	APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES
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13. GUIDANCE NOTES

Guidance Notes

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.

NOTE: The specific privileges and conditions of a SFI certificate are defined in FCL.905.SFI

Section 1 – Personal Details

The permanent address is entered on your IAA-issued Flight Crew Licence, and will also be the address to which the Instructor Certificate will be sent by post. If you want the certificate sent to an alternative address please enter the details under 'correspondence address'

Section 2 - Application

Please enter details of application.

Section 3 - Details of IAA Licence held

Please enter details of the IAA licence held or expiry date of licence previously held.

Section 4 DETAILS OF INSTRUCTOR CERTIFICATE(S) HELD (IF APPLICABLE)

Section 5 – Pre Course Flight Experience

Section 6 – Declaration of Course Completion Certificate

Section 7 - Aeroplane - SFI (A) Revalidation

Section 8 - Aeroplane - SFI (A) Renewal

Section 9 - Aeroplane - SFI (A) Restricted Privileges

Section 10 – Assessment of Competence


Provide details of the assessment of competence performed.

Note - Applicants are advised that the Certificate will not be issued until the appropriate Report Form from an accepted examiner is received.

Section 11 – Applicant's Declaration

This section must be completed by the applicant after reviewing all information entered on the application form. Applicants who cannot conform to the statements in the declaration should contact the IAA FCL office for further advice.

Section 12 – Submission Instructions

	Form. No. RPPL-F-130E-2 AMDT No. 1 Page No 7 of 7 Issue Date: 30/05/2013	<p style="text-align: center;">APPLICATION FORM SYNTHETIC FLIGHT INSTRUCTOR AEROPLANE SFI (A) CERTIFICATE ISSUE / RE-VALIDATION / RENEWAL / EXTENSION OF PRIVILEGES</p>
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14. PAYMENT FORM

The current fee can be found in the '[Synopsis of Fees for Personnel Licensing](#)' on the IAA website (www.iaa.ie).

Full details of fees charged and levied by the IAA are published in the [Irish Aviation Authority \(Fees\) Order](#).

I am paying by:-

CREDIT CARD DEBIT CARD LASER 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 credit 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)

For IAA Use Only :		
SFI Aeroplane		
TYPE:.....		
Privileges:	TICK ✓	Approved by:
SFI (A) MPA		Date :
SFI (A) SPA		Notes: