

**This page is not part of the application and is for your information only.  
This page has not to be sent to the Belgian CAA.**

Record of versions

Version number	Date of revision	Topics
2.0	20/12/2019	Form in accordance with IR (EU) 2019/1747

**When to use this application form?**

In case of applying for a Private Pilot Licence (PPL) or Light Aircraft Pilot Licence (LAPL).

**How to use this application form?**

Print and fill in the pages intituled "First page" and "Last page" and the in-between page(s) describing the training you followed. The relevant requirements for getting a licence are always gathered on one page. You don't have to print and send us all the pages. Only "First page", "Last page" and the in-between pages for the training are needed.

**Which pages to fill in?**

**First page (Application – Details of the applicant – Address for correspondence – Medical fitness) has to be filled in systematically.**

- If you wish to inform us about your personal details or about any changes in our personal details, please fill in the "2.2 Applicant details". Otherwise fill in your personal licence number only, in the "2.1 Applicant details".
- Address for correspondence – has to be filled in if the address for correspondence is different from your personal address.
- You have to provide us with a copy of your medical certificate issued in conformity with Part-MED. If you are not holding a Belgian issued medical certificate please contact the Belgian Aero-Medical Section at info.ams@mobililit.fgov.be.

**Any in-between page(s) you need for the licence or rating you are applying for.**

- As some trainings require a minimum flying experience as prerequisites, you have to demonstrate that you meet these minima. **Remark:** your logbooks have to be duly filled in, please read the instructions for use included in your Part-FCL logbook or consult the corresponding Acceptable Means of compliance (AMC1 FCL.050) or consult the corresponding information notice on our website.

**Last page (Confirmation of skill test – Declaration of applicant) has to be filled in systematically.**

- Confirmation of skill test will be filled in by the examiner.
- Please specify in the declaration how you wish to receive your licence from BCAA.

**Supporting documentation**

1. Copy of your valid passport, EEA/EU national identity card or full EU photographic driving licence
2. Copy of Part-MED medical certificate
3. Certified copy of theoretical knowledge examination results (if not taken with the Belgian CAA)
4. Copy of Part-ORA ATO/DTO approval certificate (if ATO/DTO is not approved by the Belgian CAA)
5. Copy of your licence in other category of aircraft (if you have flight time as PIC in other category of aircraft)
6. Copy of Part-FCL examiner's approval certificate (if examiner is not approved by the Belgian CAA)

**Remarks**

Within 10 days after receipt of a skill test/proficiency check result, an appealable decision about the test/check results may be requested in writing to the Belgian Civil Aviation Authority.

Any incorrect information could disqualify the applicant from taking any examination or being granted a personnel licence, certificate, rating, authorisation or attestation. Furthermore, in case of obtaining the pilot licence, rating or certificate by falsification of submitted documentary evidence, in spite of the penalties susceptible to be imposed on the pilot, the decision of acceptance will be the object of a decision of immediate withdrawal.

Instruction time must be certified in your logbook by the appropriately rated or authorised instructor from whom it was received.

Assessment of competence, skill test and proficiency check must be certified in your logbook by the appropriately rated or authorised examiner from whom it was taken.

**HELICOPTERS – Application form**  
**Part-FCL Private pilot licence / Light aircraft pilot licence**

**Date of reception:**

**First page**

**1. Application** to be completed by the applicant

I am applying for the following helicopter licence:

PPL                       LAPL

Helicopter type rating (please specify): .....

**2.1 Applicant details** to be completed by the applicant

Belgian licence number: BE.FCL.....

**2.2 Applicant details** to be completed by the applicant

Belgian national register of natural persons number: .....

Title: ..... Name: ..... First name(s): .....

Date of birth (dd/mm/yyyy): ..... Nationality: .....

Town of birth: ..... Country of birth: .....

Permanent address: .....

Town/Country: ..... Postcode: .....

Telephone: ..... Alternative telephone number: .....

E-mail: .....

Supporting documentation required with the application:  
Copy of your valid passport, EEA/EU national identity card or full EU photographic driving licence

**3. Address for correspondence (if different from above)** to be completed by the applicant

Postal address: .....

Town/Country: ..... Postcode: .....

**4. Medical fitness** to be completed by the applicant

Note: Your medical certificate must be valid on the licence or rating issue date.

Supporting documentation required with the application: Copy of Part-MED medical certificate

**PPL course**

**Confirmation of theoretical knowledge examination**

to be completed by the applicant

I have taken my theoretical examination with the following competent authority:

Supporting documentation required with the application:

Certified copy of theoretical knowledge examination results (if not taken with the Belgian CAA)

**PPL course certificate**

to be completed by the approved training organisation (ATO or DTO)

I certify that (applicant) ..... has satisfactorily completed a course of training in accordance with Part-FCL and the approved course curriculum. I further certify that I have examined the applicants flying logbook and that the entries in them meet in full the flying experience requirements for the grant of a Private Pilot's Licence in accordance with Part-FCL.

Date course started: ..... Date course completed: .....

The course consisted of: (refer to Part-FCL Subpart C)

..... Total hours flying training

..... Hours dual instruction

..... Hours supervised solo flight (including solo cross-country flight time)

..... Hours solo cross-country including a 100 NM VFR cross-country flight on (date).....

Aerodrome of departure ..... Intermediate aerodrome 1 .....

Aerodrome of arrival ..... Intermediate aerodrome 2 .....

..... Hours on the helicopter used for the skill test

..... Credit for PIC experience in another category of aircraft

(Applicants holding a pilot licence for another category of aircraft, with the exception of balloons, shall be credited with 10 % of their total flight time as PIC on such aircraft up to a maximum of 6 hours.)

..... Experience in FSTD

ATO/DTO: ..... ATO/DTO approval N° .....

Name of person having the rights to engage the responsibility of the ATO/DTO:

Signature:

Date: .....

Supporting documentation required with the application:

Copy of Part-ORA ATO/DTO approval certificate (if ATO/DTO is not approved by the Belgian CAA)

**LAPL course**

**Confirmation of theoretical knowledge examination**

**to be completed by the applicant**

I have taken my theoretical examination with the following competent authority:

Supporting documentation required with the application:

Certified copy of theoretical knowledge examination results (if not taken with the Belgian CAA)

**LAPL course**

**to be completed by the approved training organisation (ATO or DTO)**

I certify that (applicant) ..... has satisfactorily completed a course of training in accordance with Part-FCL and the approved course curriculum. I further certify that I have examined the applicants flying logbook and that the entries in them meet in full the flying experience requirements for the grant of a Light Aircraft Pilot's Licence in accordance with Part-FCL.

Date course started: ..... Date course completed: .....

The course consisted of: (refer to Part-FCL Subpart B)

..... Total hours flying training

..... Hours dual instruction

..... Hours supervised solo flight (including solo cross-country flight time)

..... Hours solo cross-country including a 80 NM VFR cross-country flight on (date).....

Aerodrome of departure .....

Intermediate aerodrome 1 .....

Aerodrome of arrival .....

..... Credit for PIC experience in aircraft after ATO/DTO assessment (if applicable)

(Applicants with prior experience as PIC may be credited towards the LAPL(H) flying experience requirements. The amount of credit shall be decided by the ATO or DTO where the pilot undergoes the training course, on the basis of a pre-entry flight test.)

..... Date of pre-entry flight test (if applicable)

ATO/DTO: ..... ATO/DTO approval N° .....

Name of person having the rights to engage the responsibility of the ATO/DTO:

Signature:

Date: .....

Supporting documentation required with the application:

Copy of Part-ORA ATO/DTO approval certificate (if ATO/DTO is not approved by the Belgian CAA)

**Confirmation of skill test****to be completed by the examiner**

I certify that (applicant) ..... has satisfactorily completed:

PPL(H) skill test                      Pass date: .....

LAPL(H) skill test                      Pass date: .....

I further certify that I have verified the identity of the applicant and that the applicant complies with all the qualification, training and experience requirements for the grant of the licence or rating for which the skill test is taken.

Helicopter type and registration: .....

Name of examiner: ..... Examiner N° .....

Authorising competent authority: .....

Signature (examiner): ..... Date: .....

**Supporting documentation required with the application:****Copy of Part-FCL examiner's approval certificate (if examiner is not approved by the Belgian CAA)**

Note - Examiners are reminded that they must complete the skill test report form and submit a copy of it to Licensing department, within 14 working days from the skill test. The licence will not be issued to the applicant until the report form is received.

**Declaration of applicant****to be completed by the applicant**

I declare that the information provided on this form is correct.

I have fully reviewed all applicable guidance material and have submitted all of the necessary paperwork for my application to be considered.

I wish to pick up my licence from the BCAA during the opening hours.

I wish that BCAA send my licence to my postal address.

Signature (applicant): ..... Date: .....