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This page has not to be sent to the Belgian CAA.**

#### Record of versions

Version number	Date of revision	Topics
0.1	01/04/2013	Initial version
1.0	08/08/2013	Application form adapted for ATPL test application Information about how to fill in the form has been included

#### ***Which sections to fill in?***

**Section 1 – Details of the applicant – has to be filled in systematically.**

- The details concerning the applicant are self-explanatory.

**Section 2 – Address for correspondence – has to be filled in when this address is different from section 1.**

**Section 3 – Proposed examiners – has to be filled in systematically.**

- The ATO of applicant may propose up to 3 examiners.

**Section 4.1 – ATO/instructor certification and recommendation – has to be filled in when applying for LAPL, PPL, SPL, BPL, CPL or MPL licence, for the IR rating or for an instructor certificate.**

- This section has to be filled in and signed by the head of training of the ATO responsible for the training.

- The ATO confirms that the training has been completed.

- The ATO recommends the applicant for the corresponding skill test.

**Section 4.2 – Applicant declaration – has to be filled in by the applicant when applying for ATPL licence.**

**Section 5 – Declaration of applicant – has to be filled in systematically.**

**Application for designation of an examiner for a skill test or assessment of competence**

**Date of reception:**

Except in the case of the application for ATPL, after completion and verification, the ATO has to submit this present form to Licensing department

**False representation statement**

Any incorrect information could disqualify the applicant from taking any examination or being granted a personnel licence, certificate, rating, authorisation or attestation.

**1. Applicant details** to be completed by the applicant

Title: ..... Forename(s): ..... Surname: .....  
 Date of birth (dd/mm/yyyy): ..... Nationality: .....  
 Town of birth: ..... Country of birth: .....  
 Permanent address: .....  
 Town: ..... Postcode: ..... Country: .....  
 Telephone: ..... Alternative telephone number: .....  
 E-mail: ..... Fax number: .....

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

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

Postal address: .....  
 .....  
 ..... Postcode: .....

**3. Proposed examiners** to be completed by the applicant

I propose the following examiners to take my test:

1. ....
2. ....
3. ....

*Note: the BCAA can randomly designate an examiner who is not listed here above.*

**CAA use only**

Examiner designated for the test: .....

Designation number: ..... Date: .....

Signature of the head of the personnel licensing department:

4.1 ATO/instructor certification and recommendation

to be completed by the approved training organisation/instructor

I certify that (name) ..... has completed the appropriate elements of the training course to a satisfactory standard for the following licence, rating or certificate: .....

I further recommend that (name) ..... may take the corresponding test as stated below:

for the following licence\*: LAPL  PPL/SPL/BPL  CPL  MPL

for the following type or class rating\*: .....

for the following Instrument Rating\*: Single-engine  Multi-engine

in the following operations\*: Single-pilot  Multi-pilot

for the following instructor certificate\*: .....

I certify that the corresponding training records will be made available to the designated examiner.

Approved training organisation (ATO)\*: ..... ATO approval N°\* .....

Competent authority issuing approval: .....

Name of head of training or instructor: .....

Signature (head of training or instructor): ..... Date: .....

\* if applicable

Supporting documentation required with the application:

- Copy of Part-ORA ATO approval certificate (if the ATO is not approved by the Belgian CAA)
- Copy of instructor certificate (if the instructor is not holder of a certificate issued by the Belgian CAA)

4.2 Applicant declaration

to be completed by the applicant

I declare that I have completed an ATPL training course and passed the corresponding theoretical examinations.

Furthermore I declare that I have met the prerequisites and experience to apply for an ATPL for the following type: .....

I certify that the corresponding documentation will be made available to the designated examiner.

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

5. 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.

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