

INCLUSION OF AN INSTRUMENT RATING AEROPLANE IN A JAR-FCL PILOT'S LICENCE – APPLICATION (FOR IR COURSES NOT APPROVED BY THE UK CAA)

Please complete the form online or in BLOCK CAPITALS using black or dark blue ink after reading the attached guidance.

PAYMENT METHODS: Please complete form SRG1187.

1. PERSONAL DETAILS	
CAA Personal reference number (if known)	<input type="text"/>
Surname	Forename(s)
Title	Date of birth (dd/mm/yyyy)
Nationality	Town and Country of birth
Permanent address	Postcode
Telephone Number	Alternative Telephone
E mail address	Fax Number
Address for correspondence (if different from above)	Postcode

2. APPLICATION (tick appropriate box(es))
Type of course(s) completed (if any):
Full IR course <input type="checkbox"/> IR Conversion course <input type="checkbox"/>

3. PARTICULARS OF UK OR NON-UK LICENCES HELD			
Issuing Authority	Type / Class of Licence	Licence No.	Expiry Date

4. CAA USE ONLY	
Date	Enclosures
Receipt No.	Despatch/Collection details
Cheque/PO/Cash Access/Visa/Maestro £	
Date of Issue	Signed by
Checked by	
Loaded by	

5. FLYING EXPERIENCE	Flying Hours		CAA use only
	Aeroplane	Helicopter	
Pilot in Command Cross Country			

6. IR MODULAR COURSE DETAILS

I certify that..... has satisfactorily completed a course of training for the grant of an Instrument Rating. I further certify that I have examined the applicant's flying logbook(s) and certify that the entries in them meet in full the flying experience requirements for the grant of an Instrument Rating in accordance with JAR-FCL.

The course consisted of:

..... hours..... minutes dual instrument flight instruction in Single Engine aircraft

..... hours..... minutes dual instrument flight instruction in Multi Engine aircraft

..... hours instrument ground time in a FNPT I / FNPT II / Flight Simulator

..... Approval number of JAA simulator used

Date IR modular course started Date IR modular course finished

Date of IR Skill Test Aircraft Type

Signature: Date:

Training School Head of Training

It is an offence to make, with intent to deceive, any false representations for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. Persons doing so render themselves liable, on summary conviction, to a fine not exceeding the statutory maximum (currently £5000, or in Northern Ireland £2000) and on conviction on indictment to an unlimited fine or imprisonment for a term not exceeding two years or both.

7. IR SKILL TEST			
SECTION 1 PRE-FLIGHT OPERATIONS AND DEPARTURE			
Use of checklist, airmanship, anti/de-icing procedures, etc., apply in all sections.			
		Date	Passed
A	Use of flight manual (or equivalent) especially a/c performance calculation, mass and balance		
B	Use of Air Traffic Services document, weather document		
C	Preparation of ATC flight plan, IFR flight plan/log		
D	Pre-flight inspection		
E	Weather Minima		
F	Taxiing		
G	Pre take-off briefing. Take-off		
H	Transition to instrument flight		
I	Instrument departure procedures, altimeter setting		
J	ATC liaison - compliance, R/T procedures		
SECTION 2 GENERAL HANDLING			
		Date	Passed
A	Control of the aeroplane by reference solely to instruments, including: level flight at various speeds, trim		
B	Climbing and descending turns with sustained Rate 1 turn		
C	Recoveries from unusual attitudes, including sustained 45° bank turns and steep descending turns		
D*	Recovery from approach to stall in level flight, climbing/descending turns and in landing configuration		
E	Limited panel, stabilised climb or descent at Rate 1 turn onto given headings, recovery from unusual attitudes		

7. IR SKILL TEST

SECTION 3 EN-ROUTE IFR PROCEDURES			
		Date	Passed
A	Tracking, including interception, e.g. NDB, VOR, RNAV		
B	Use of radio aids		
C	Level of flight, control of heading, altitude and airspeed, power setting, trim technique		
D	Altimeter settings		
E	Timing and revision of ETAs (En-route hold - if required)		
F	Monitoring of flight progress, flight log, fuel usage, systems management		
G	Ice protection procedures, simulated if necessary		
H	ATC liaison and compliance, R/T procedures		

SECTION 4 PRECISION APPROACH PROCEDURES			
A	Setting and checking of navigational aids, identification of facilities		
B	Arrival procedures, altimeter checks		
C	Approach and landing briefing, including descent/approach/landing checks		
D+	Holding procedure		
E	Compliance with published approach procedure		
F	Approach timing		
G	Altitude, speed heading control (stabilised approach)		
H+	Go-around action		
I+	Missed approach procedure / landing		
J	ATC liaison - compliance, R/T procedures		

SECTION 5 NON-PRECISION APPROACH PROCEDURES			
A	Setting and checking of navigational aids, identification of facilities		
B	Arrival procedures, altimeter settings		
C	Approach and landing briefing, including descent/approach/landing checks		
D+	Holding procedure		
E	Compliance with published approach procedure		
F	Approach timing		
G	Altitude, speed, heading control (stabilised approach)		
H+	Go-around action		
I+	Missed approach procedure / landing		
J	ATC liaison - compliance, R/T procedures		

SECTION 6 SIMULATED ASYMMETRIC FLIGHT (if applicable)			
A	Simulated engine failure after take-off or on go-around		
B	Asymmetric approach and procedural go-around		
C	Asymmetric approach and landing, missed approach procedure		
D	ATC liaison: compliance, R/T procedures		

* May be performed in a Flight Simulator or FNPT II
 + May be performed in either Section 4 or Section 5

Venue	Date
Flight Examiner's licence type	Number
Flight Examiner's Name (block capitals)	Signature

8. PAYMENT METHODS

Please complete form SRG\1187.

9. DECLARATION (TICK AS APPROPRIATE)

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

I have paid the fee(s) as required and apply for the grant of the rating as specified in Section 2 of this application form.

I agree to receive:

Flight Crew Safety material from the CAA only or

Safety material from authorised sources or

I do not wish to receive Safety material

Signature: Date:

It is an offence to make, with intent to deceive, any false representations for the purpose of procuring the grant, issue, renewal or variation of any certificate, licence, approval, permission or other document. Persons doing so render themselves liable, on summary conviction, to a fine not exceeding the statutory maximum (currently £5000, or in Northern Ireland £2000) and on conviction on indictment to an unlimited fine or imprisonment for a term not exceeding two years or both. A Cancellation Charge may be applied as per the CAA scheme of charges when an active application request has been cancelled by the CAA or the customer.

10. SUBMISSION INSTRUCTIONS

Send your completed application form to:

Civil Aviation Authority, Personnel Licensing Department, Aviation House, Gatwick Airport South, West Sussex, RH6 0YR, United Kingdom.

Together with your:

- All original Flying Logbooks
- Flying Training Records for the IR training completed
- Actual non-UK Instrument Rating Skills Test Form
- Copy of IR Skill Test JAR Examiner Approval Certificate
- Copy of JAA Simulator Approval Certificate
- Copy of Training Schools JAR Authorisation Certificate
- Payment form SRG\1187

Please note that failure to submit all of the required documentation may lead to a delay in processing of your application.

INCLUSION OF AN INSTRUMENT RATING AEROPLANE IN A UK/JAR-FCL PILOT'S LICENCE - APPLICATION (FOR OVERSEAS TRAINING STUDENTS ONLY)

GUIDANCE

General Guidance

In order for PLD to process your licence application as quickly as possible, it is important that you complete the application form correctly and submit all the required supporting documentation.

The application form and this guidance document covers a number of different licence and ratings applications. Please work your way through the guidance notes and ensure that you read and fully digest the information applicable to your application.

Please read this document in conjunction with:

Scheme of Charges

This document will give guidance on:

- 1 Where to apply for your rating
- 2 How to contact us if you have a query
- 3 Supporting documentation required with the application
- 4 How to complete each section of the application form

Note: Having a clear application form and logbook (where appropriate) will enable PLD to issue licence and ratings more efficiently, with less risk of errors or rejections with subsequent delays to your application.

Where to apply for your licence/rating

By Post

As detailed in Section 10 Submission Instructions of application form.

Public Counter

Our Public Counter is open from 0900 to 1600 Monday to Friday for depositing applications.

We offer a same day service for some applications (see LASORS, Section A, Public Counter Service). **For same day service you must arrive at the public counter before 12 noon with the correct documents for the service required.**

How to contact us if you have a query

Before contacting the PLD Customer Service Team with your query, you should visit the PLD web site at www.caa.co.uk/srg/licensing for detailed licensing information.

If you are unable to find the information you require please contact our Customer Services Team on 01293 573700 or by e-mail at fclweb@srg.caa.co.uk.

Supporting documentation required with the application

As detailed in Section 10 Submission Instructions of application form.

How to complete each section of the application form

Section 1 Personal Details

The permanent address is the one that will appear on your licence. If you wish the licence returned to an alternative address please complete the correspondence address.

Section 2 Application

Please indicate the rating you are applying for and the type of course completed.

Section 3 Particulars of UK or Non-UK licences held

Please indicate the licence(s) you currently hold

Section 5 Flying Experience

This section should be completed as accurately as possible.

Section 6 IR Modular Course Details

This section must be completed by the training school and signed by the Head of Training. **Please note that training for the entire modular course must be completed in one JAA Member State.**

Section 7 IR Skill Test

This section must be completed by the examiner who conducted the IR Skill Test.

Section 8 Payment Methods

Please complete form SRG1187. You may also wish to refer to our Scheme of Charges which can be found on our web site at www.caa.co.uk/srg under Personnel Licensing, then Flight Crew Licensing then Scheme of Charges.

Section 9 Declaration of Applicant

This section must be completed after reviewing all information entered on the application form.

Section 10 Submission Instructions

As stated.