

NPPL SSEA / SLMG Rating

Application Checklist

SECTION 1: APPLICATION DETAIL

To be completed by all applicants

SECTION 2: PERSONAL DETAILS

To be completed by all applicants

Most common error: place and county of birth not entered or incorrect

SECTION 3: PARTICULARS OF APPLICANT'S MEDICAL CERTIFICATION AND ANY PILOT'S LICENCES HELD OR APPLIED FOR

To be completed by all applicants

Most common error: Medical expiry date not entered

Note : If you have a medical declaration, please enter "GP" as Issuing Authority; no reference number required.

SECTION 4: FLYING EXPERIENCE

Details of training and experience required:

To be completed by Chief Flying Instructor if you have completed ab initio training

Details of credits claimed for previous flying training:

To be completed by Chief Flying Instructor if you are converting from a BGA or Microlight licence

Most common error: Credits claimed for previous flying not completed by CFI

SECTION 5: GROUND EXAMINATIONS RECORD

To be completed by Chief Flying Instructor / Examiner if you have completed ab initio training or converting from a BGA licence. If you have a Microlight licence you need to complete Aircraft General exam and Principles of Flight exam

Note : **All exams must be passed within a 18 month period. Exams must have been passed in the 24 months before application is made for the new licence or rating.**

Most common error: Exams expired before application is made

SECTION 6: NAVIGATION SKILLS TEST

To be completed by Flight Examiner if you have completed ab initio training or are converting from a BGA or Microlight licence

Note : ***NST must be completed before the Solo Cross Country flight (if ab initio) and GST***

Most common error: Solo Cross Country flight completed before the NST

SECTION 7: SOLO CROSS COUNTRY CERTIFICATE

To be completed by Flight Examiner. Only applies to ab initio training.

SECTION 8: GENERAL SKILLS TEST

To be completed by Flight Examiner if you have completed ab initio training or are converting from a BGA or Microlight licence

Note : GST must be the **final** requirement to be met and must have been completed in the **6 months before the date of application** is made for the new licence or rating.

SECTION 9: REGISTERED FACILITY CERTIFICATION

Must be completed by CFI – this applies to ALL applications

Most common error: Left blank or considered "not applicable".

SECTION 10: APPLICANT'S DECLARATION

Must be signed and dated by applicant

SECTION 11: PAYMENT DETAILS

See Application Form for up to date details on payment which was changed on the 1st September 2013.

Most common error: Incorrect amount sent

SECTION 12: SUBMISSION INSTRUCTIONS

1. Copy of logbook pages showing NST, Cross Country, GST (if applicable)
2. Copy of logbook page showing difference training completed : if applying for a SSEA rating based on SLMG rating or vice versa
3. Copy of logbook page showing "certified as correct" at last appropriate end by the CFI or Head of Training
4. Medical declaration or certificate (please enclose SAE if you wish your original medical to be returned and please ensure you have a copy in case of lost post)
5. Copy of existing licence (unless ab initio) – all pages
6. Copy of current revalidation certificate which must be or have been valid in the 12 months before application is made (if applicable)
7. Copy of GST, NST and / or Solo Cross Country certificate (if applicable)
8. Copy of certified ID
9. Payment

Most common error: ID not certified or not enclosed;

ACCEPTED IDENTIFICATION

Proof of Identity must be countersigned by Chief Flying Instructor completing the course certificate on this application **certifying true likeness**. You may choose one of the following:

- Copy of Passport showing your photograph
- Copy of Driving Licence showing your photograph
- Government issued ID with photograph