

APPLICATION FOR NPPL SSEA AND SLMG CHECKLIST

Please complete **both forms** if applying for SSEA and SLMG ratings at the same time

Documents required (** = if applicable):

DOCUMENTARY EVIDENCE REQUIRED – DO NOT send any originals other than application form and NPPL medical

1. Original completed application form (SSEA or SLMG) – **BOX 8 MUST BE COMPLETED EVEN IF YOU ARE JUST CONVERTING FROM ONE LICENCE TO ANOTHER**
2. Application for the grant of a Flight Radio Telephony Operator's Licence for FCL 508; ** (only required if applying for a Radio Telephony Licence at the same time as a NPPL)
3. Valid UK NPPL Medical Declaration (**ORIGINAL**) or copy of JAR Medical form confirming validity; **(Please keep a copy of this for your files or enclose a SAE for return of original form)**
PLEASE DO NOT COMPLETE DECLARATION YOURSELF – THIS MUST BE DONE BY YOUR GP
4. Evidence of identity – **Copy** of Passport or Birth Certificate only;
5. Pages in logbook showing **latest** log book entries including completion of training, difference training, NST and GST. The logbook must be certified as correct at the last appropriate entry by the Chief Flying Instructor or Head of Training of the Registered Facility responsible for the course of training; **
6. Copy of Navigation Skill Test**
7. Solo Cross-Country Certificate** (must be completed **AFTER** the NST and **BEFORE** GST)
8. General Skill Test** (must be completed **AFTER** all theoretical exams and flying training)
9. Current Certificate of Experience/Test, Check or Revalidation – **MUST BE INCLUDED TO PROVE CURRENCY OF YOUR CURRENT RATING or copies of NST/GST**
10. Copy of pilot's licence;
11. Fee payable – Please check NPPL website (www.nppl.uk.com) for latest fee or contact advisors below

NOTES

It is preferable that the Navigation Skill Test is completed after all theoretical exams have been taken;

The Solo Cross Country must be completed **AFTER** the NST but **BEFORE** the GST;

If undertaking the General Skill Test, please ensure this is the **LAST** test taken – all theoretical and flying training must be completed beforehand.

For holders of licences issued by an ICAO Contracting State claiming credit towards the issue of a NPPL, the NST may be waived if the holder has flown a total of 100 hours as pilot of aeroplanes and also flown a minimum of 5 hours PIC cross-country flight time in UK airspace in the 12 months prior to the date of licence application. Certified log book evidence required.

ENQUIRIES OR PROBLEMS IN COMPLETING YOUR APPLICATION FORM

If you are experiencing any problems completing your application form, please contact the following people for advice:

SSEA converting to NPPL

Pam Campbell: 01428 661 483
pamelacampbell30@googlemail.com

SLMG converting NPPL

Pete Stratton: 0116 253 1051
npplbga@aol.com

Microlight converting to NPPL

Geoff Weighell: 01869 338 888
info@bmaa.org

If you wish to check on the **progress of your application** once you have sent your application in, please contact either Penny or Sheila at: office@laa.uk.com – please allow at least 5 working days for your application to be received and processed – if all is in order, we will forward a recommendation to the CAA for the issue of your licence.

This can take up to 3 – 6 weeks.