

NPPL SSEA / SLMG Rating

Application Checklist

Surname:

CAA Ref:

RT Application Enclosed: Yes / No

SECTION 1: APPLICATION DETAIL

1	The applicant has indicated the type of application	Yes / No
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SECTION 2: PERSONAL DETAILS

2	CAA Personal reference number, if known, has been entered.	Yes / No
3	The name on the application is the same as that on the Medical Certificate	Yes / No
4	The applicant's nationality has been entered.	Yes / No
5	The applicant's date, place and country of birth have been entered.	Yes / No
6	The applicant's address has been entered.	Yes / No

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

7	Particulars of any licence held have been entered, if applicable	Yes / No
8	Radio Licence details, if held, are entered	Yes / No
9	The date of the applicant's medical expiry date has been entered and agrees with the medical certificate submitted	Yes / No
10	The medical certificate is valid for the application and indicates Group 1 or Group 2 if applicable	Yes / No

SECTION 4: FLYING EXPERIENCE – IF APPLICABLE

11	CFI has completed the they meeting the minimum requirements, if applicable	Yes / No
12	CFI has completed the total number of credits claimed for previous flying meeting the minimum requirement, if applicable	Yes / No

SECTION 5: GROUND EXAMINATIONS RECORD – IF APPLICABLE

13	All exams passed within a 18 month period	Yes / No
14	All flying training (including NST/GST) completed within 24 months of finishing theoretical exams	Yes / No

SECTION 6: NAVIGATION SKILLS TEST – IF APPLICABLE		
15	Copy of NST enclosed	Yes / No
16	Date and duration of test entered and correct against copy of NST	Yes / No
17	NST completed before the Cross Country flight and GST	Yes / No
18	CAA Examiner signed NST, authentic and current at time of test against CAA database	Yes / No

SECTION 7: SOLO CROSS COUNTRY CERTIFICATE – IF APPLICABLE		
19	Copy of Solo cross country certificate enclosed	Yes / No
20	Date of flight entered and correct against copy of certificate	Yes / No
21	Cross country flight completed after the NST and before the GST	Yes / No

SECTION 8: GENERAL SKILLS TEST – IF APPLICABLE		
22	Copy of GST enclosed	Yes / No
23	Date and duration of test entered and correct against copy of GST	Yes / No
24	GST completed after the Cross Country flight and NST	Yes / No
25	CAA Examiner signed GST, authentic and current at time of test against CAA database	Yes / No

SECTION 9: REGISTERED FACILITY CERTIFICATION		
26	Completed by CFI	Yes / No
27	CFI authentic and current at time of signing against CAA database	Yes / No

SECTION 10: APPLICANT'S DECLARATION		
28	Signed and dated by applicant	Yes / No

SECTION 11: PAYMENT DETAILS		
29	Correct payment enclosed and made payable to CAA	Yes / No

SECTION 12: SUBMISSION INSTRUCTIONS : ENCLOSURES SUBMITTED		
30	Correct Application Form	Yes / No
31	Logbook pages showing NST, Cross Country, GST (if applicable)	Yes / No
32	Logbook page showing difference training completed (if applicable)	Yes / No
33	Logbook page showing "certified as correct" at last appropriate end by the CFI or Head of Training	Yes / No
34	Copy of medical declaration or certificate	Yes / No
35	Copy of existing licence (if applicable)	Yes / No
36	Copy of current revalidation certificate (if applicable)	Yes / No
37	Copy of relevant certified ID	Yes / No

ACCEPTED IDENTIFICATION	
<p>Proof of Identity must be countersigned by Chief Flying Instructor completing the course certificate on this application. You may choose one of the following:</p> <ul style="list-style-type: none"> • Copy of Passport showing your picture • Copy of Driving Licence showing your picture • Government issued ID with photograph 	

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