



Barbados Civil Aviation Department

BCAD Document PLAC-002

PERSONNEL  
LICENSING  
ADVISORY  
CIRCULAR

ELIGIBILITY, APPLICATION AND  
RENEWAL OF PRIVATE PILOT'S  
LICENCES

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**ELIGIBILITY, APPLICATION AND  
RENEWAL OF PRIVATE PILOT'S  
LICENCES**

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## 1. ELIGIBILITY REQUIREMENTS:

To be eligible for a private pilot's licence, a person shall—

- (i) be at least 17 years of age;
- (ii) be able to read, speak, write, and understand the English language;
- (iii) receive a logbook endorsement for the knowledge test from an authorised instructor who—
  - (a) conducted the training or reviewed the person's home study on the aeronautical knowledge areas that apply to the aircraft rating sought; and
  - (b) certified that the person is prepared for the required knowledge test.
- (iv) pass the required knowledge test on the aeronautical applicable knowledge areas.
- (v) receive flight training and a logbook endorsement from an authorised instructor who—
  - (a) conducted the training in the applicable areas of operation that apply to the aircraft rating sought; and
  - (b) certified that the person is prepared for the required practical test.
- (vi) meet the applicable aeronautical experience requirements (at least 40 hours of flight time) that apply to the aircraft rating sought before applying for the practical test;
- (vii) pass a practical test on the areas of operation that apply to the aircraft rating sought;
- (viii) comply with the appropriate sections of **Category Rating** that apply to the aircraft category and class rating sought.

### Category Rating

A pilot seeking a category rating—

- (i) shall have received the required training and possess the aeronautical experience prescribed by this part for the aircraft category and, if applicable, class and type rating sought;
- (ii) shall have an endorsement in his or her logbook or training record from an authorised instructor that the applicant has been found competent in the following

areas, as appropriate to the pilot licence for the aircraft category and, if applicable, class and type rating sought—

- (a) aeronautical knowledge areas;
  - (b) areas of operation.
- (iii) shall pass the practical test applicable to the pilot licence for the aircraft category and, if applicable, class and type rating sought; and
- (iv) need not take an additional knowledge test, provided the applicant holds an aeroplane , rotorcraft, powered-lift, or airship rating at that pilot licence level.

### **Class Rating**

A pilot seeking an additional class rating—

- (i) shall have an endorsement in his or her logbook or training record from an authorised instructor that the applicant has been found competent in the following areas, as appropriate to the pilot licence and for the aircraft class rating sought:
- (a) aeronautical knowledge areas;
  - (b) areas of operation.
- (ii) shall pass the practical test applicable to the pilot licence for the aircraft class rating sought;
- (iii) need not meet the training time requirements prescribed by this Part for the aircraft class rating sought; and
- (iv) need not take an additional knowledge test, provided the applicant holds an aeroplane, rotorcraft, powered-lift, or airship rating at that pilot licence level.

## **2. REQUIREMENTS FOR APPLICATION FOR A PRIVATE PILOT'S LICENCE**

An applicant for a private pilot's licence (PPL) shall:

1. Submit an application on the standard BCAD pilot's licence application form, (see CAD PL001), ensuring that all sections are completed.
2. Upon completion of the form, ensure that it is signed and dated.
3. Submit copies of the following with the application:
  - i. Foreign licence that must be current, and certified copies of the last 6

pages of the personal flying log book (if the applicant holds a licence issued by an ICAO Contracting State); or

- ii. In circumstances where the applicant is not the holder of an equivalent licence, the application must be endorsed by the instructor of the Authorized Training Organization (ATO) that conducted the PPL course.
  - iii. Evidence of identity by way of a government issued identification document.
  - iv. A Class 1 or Class 11 medical certificate issued by an BCAD authorized medical examiner.
  - v. Three (2) recent photographs taken from the same negative, size 1¼" x ¾" showing head and full face of the applicant.
4. Payment of the prescribed fee please refer to (PLAC) 012. All fees must be paid in advance; applications will not be processed until verification of payment is received in accordance with Personnel Licensing Advisory Circular (PLAC) 012.

### **3. RENEWAL OF A PRIVATE PILOT'S LICENCE**

1. submission of the applicable completed form (see CAD PL001);
2. a Class I or Class II medical certificate;
3. pass a Licensing Proficiency Check conducted by an authorized flight examiner, in an aircraft appropriate to the rating held within the three (3) months preceding the expiry date of the rating; **or** by flying experience, by producing log book evidence to the Authority of having completed the following within the 12 calendar months preceding the expiry date of the rating: 12 hours of flight time in an aircraft appropriate to the rating held to include:
  - .(i) 6 hours as pilot-in-command;
  - .(ii) 12 take-offs and landings;
4. Payment of the prescribed fee please refer to (PLAC) 012

### **4. GENERAL GUIDANCE**

- a) Applicants will be required to submit originals of the documents listed above in 2.3(i) and (ii), for verification prior to the issue of a licence. For expediency it is

recommended that this be done at the time of the application as failure to do this may result in delays.

- b) Temporary licences/airman certificates are not acceptable.
- c) The areas of aeronautical knowledge on which a PPL applicant pursuing a local course of instruction will be tested are: Navigation, Meteorology, Human Performance, Air Law, and Aircraft General relative to: a) Airframes, b) Engines and c) Electrics and Systems.
- d) The applicable knowledge test for the conversion of a PPL is the Air Law examination please refer to (PLAC) 012.
- e) Please note that failure to complete the application and to submit all of the required documentation may lead to a delay in the processing of your application