



CIVIL AVIATION DEPARTMENT OF
BARBADOS

DCA PL 002

FOR ACCOUNTING DEPARTMENT
USE ONLY:

Date : _____

Receipt No: _____

Cheque/PO. – \$ _____ ¢

Signature and Stamp _____

**APPLICATION FOR THE RENEWAL OF A PILOT'S LICENCE, RATING AND /OR A FLIGHT
RADIOTELEPHONY OPERATOR'S LICENCE.**

I. Application Information

- Student Pilot Licence
- Private Pilot Licence(Aeroplane)
- Commercial Pilot Licence (Aeroplane)
- Airline Transport Pilot Licence (Aeroplane)
- Private Pilot Licence (Helicopter)
- Commercial Pilot Licence (Helicopter)
- Airline Transport Pilot Licence (Helicopter)
- Instrument Rating Aeroplane Helicopter
- Radiotelephony Operator's Licence
- Flight Instructor Rating Aeroplane Helicopter

- Flight Examiner Authorization Aeroplane Helicopter
- Glider Pilot Licence
- Free Balloon Pilot Licence
- Flight Engineer Licence
- Flight Navigator Licence
- Validation Certificate
- Aeroplanes (Land Sea Amphibian)
- Helicopter / Gyroplane (Land Sea Amphibian)
- Type Rating Class Rating

| | | | | |
|--|---|--|---|---|
| A. Name: | | B. Date of birth: D M Y | C. Place of birth: | |
| D. Address & contact numbers: | | E. Nationality: | | F. Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female |
| | | G. Title of Licence: | | H. Serial Number of Licence: |
| | | I. Validity of medical: From: To: | | J. Class of medical: |
| K. Name of Aviation Medical Examiner who will be conducting the medical examination: | | L. Date of Medical Examination: | M. Ratings held on Licence: | |
| N. Validity of Radiotelephony Operator's licence: | O. Date of last Instrument Rating: | P. Date of last Proficiency Flight Test: | Q. Type and Registration of Aircraft Flown: | |
| R. Aerodrome used: | S. Name and Licence No. of Flight Instructor /Examiner: | | | |

INSTRUCTIONS FOR COMPLETION OF FORM DCA PL 002

1. When completing the application form, the applicant should make payment to the office of the Account's Department, Ministry of International Transport Division. The application form should then be submitted to the Civil Aviation Personnel Licensing office for assessment.
2. The applicant must place a **tick** in the boxes applicable.

3. This application must be submitted at least seven (7) working days prior to the date of the medical examination.

V. Record of total pilot time/ training on each aircraft by TYPE for the Last Six month. This is the total time logged per column in each aircraft type by registration for the last six (6) months. The last date recorded under the aircraft type reflects the last date logged at the controls of that aircraft type.

| Aircraft/Rotorcraft | | | Instrument | | | Single Engine Aeroplane/Rotocraft | | | | | |
|--|------|--------|------------|------------|------|-----------------------------------|------|-----------------------------|-------|-------|-------|
| Type/Date | Reg. | Actual | | Hood | | Sim | | Day | | Night | |
| | | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. | Dual | Pilot | Dual | Pilot |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| Multi- Engine Aeroplane/Rotocraft | | | | | | Cross Country | | Flight Instructor/Examiners | | | |
| Day | | | Night | | | Hrs. | Min. | Type/Date | Reg. | Hrs. | Min. |
| Command | Co. | Dual | Command | Co. | Dual | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| TOTAL FLIGHT TIMES | | | HRS | MIN | | | | | | | |
| Flight Instructor's Total Time | | | | | | | | | | | |
| Flight Examiner Total Time | | | | | | | | | | | |
| Six Months Total time | | | | | | | | | | | |
| Grand Total time | | | | | | | | | | | |
| Applicant's Certification : I certify that the entries made by me on this application are true and accurate. | | | | | | Applicant's Signature: | | | Date: | | |

4. A person applying for the issue or renewal of a Pilot's Licence must first pass a medical examination conducted an aviation medical examiner approved by the Civil Aviation Department. For the initial issue or renewal of a pilot's Licence, the doctor must make his report on DCA Form 58 or DCA Form 59. This report must be submitted direct to the Civil Aviation Personnel Licensing office under confidential seal.

5. Record of pilot time.

This table should represent the total time flown in each aircraft type by aircraft registration over a six (6) month period. If decimal points are used, be sure they are legible. Night flying and Instrument flying must be entered where required. Flight Instructor and Flight Examiner's time must also be entered when applying for renewal of a Rating. You should fill in the blocks that apply and ignore the blocks that do not. Co-pilot time and Synthetic flight trainer time must be entered in the appropriate blocks provided. **The total time means the applicant's total flight time.**

6. Applicant's Certification

A. Signature. The way you normally sign your name.

B. Date. The date you sign the application

VI. For Licensing Authority use only

1. I have reviewed the applicant's pilot logbook and/or training record and found the following:

- Application Approved.
- Application not Approved (use pencil only).

2. Comments (*Include date of entry*)

3. See attached documents (**to be fill out be Licensing clerk or licence officer**)

| Attachments | Applicant's Identification | | |
|--|----------------------------|--------------------------|-------|
| <input type="checkbox"/> Copy of Proficiency Check Report (I/R and/or C of T). | Form of ID | ID Expiration date | |
| <input type="checkbox"/> Copy of Pilots log book (last two recorded pages of flight activity). | Name | E-mail address | |
| <input type="checkbox"/> Copy of Pilot's Training Record. | ID Number | Telephone No. (Local) | |
| <input type="checkbox"/> Copy of Pilot's medical certificate | Date of Birth | Telephone No. (Overseas) | |
| CAA inspector Name, Title & Signature: | Name of Authority | Location of Authority | Date: |

7. It is an offence to make, with intent to deceive, any false representation for the purpose of procuring The grant, issue, renewal or variation of any licence. Any person so doing renders him/herself liable on summary conviction to a fine or to imprisonment or both.

8. The applicant must present his or her log book or training record; and pilot's licence along with the submission of this application.

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| <u>Schedule of Charges</u> | | | | |
|----------------------------|---|--|----|----|
| 1 | Technical Examination | | | |
| | 1) Aircraft Pilot | | \$ | C |
| | (a) Private Pilot | | 25 | 00 |
| | (b) Professional Pilot | | 50 | 00 |
| | 2) Aircraft Maintenance Engineer | | | |
| | (a) Regulation Examination | | 35 | 00 |
| | | | | |

- (a) Oral Examination_____ \$35.00
- 2) General Paper (each category)_____ \$35.00
 - (a) Performance "A" or Lower_____ \$75.00
 - (b) Telecommunications_____ \$20.00
 - (c) Instrument Rating_____ \$75.00
- 3) Regulation and Procedures Examinations
 - (a) Student Pilot_____ \$25.00
 - (b) Private Pilot_____ \$25.00
 - (c) Professional Pilot_____ \$50.00
- 4) Approval of Persons
 - (a) Certificate of Approval of Persons_____ \$250.00
 - (b) Certificate of Approval of Flight Simulators (initial)_____ \$500.00
 - (c) Certificate of Approval of Flight Simulators (renewal)--- \$250.00
- 5) Ground/Flight Crew Licences
 - (a) Professional Pilot (issue)_____ \$100.00

- (b) Professional Pilot (renewal)(valid for 6 months)_____ \$50.00
- (c) Private Pilot (issue)_____ \$50.00
- (d) Private Pilot (renewal) (aged 40 years and over) (valid for 24month)_____ \$40.00
- (e) Student Pilot (issue)_____ \$25.00
- (f) Student Pilot (renewal) (valid for 12 months)_____ \$15.00
- (g) Flight Navigator (issue)_____ \$100.00
- (h) Flight Navigator (renewal) (valid for 12 months)_____ \$75.00
- (i) Flight Engineer (issue)_____ \$100.00
- (j) Flight Engineer (renewal) (valid for 12 months)_____ \$75.00
- (k) Flight Radio Telephony Operator (issue)_____ \$20.00
- (l) Flight Radio Telephony Operator (renewal) (valid for 12 months)_____ \$10.00
- (m) Aircraft Maintenance Engineer (issue)_____ \$100.00
- (n) Aircraft Maintenance Engineer (renewal) (valid for 12 months)_____ \$75.00
- (o) Aircraft Radio Maintenance Engineer (issue)_____ \$100.00
- (p) Aircraft Radio Maintenance Engineer (renewal) (valid for 12 months)_____ \$75.00
- 6) Validation of Ratings
- Validation of a foreign Licence_____ (same amount as for issue of a licence)
- 7) Inclusion of rating on a Professional Pilots Licence_____ \$30.00
- 8) Inclusion of Instrument Rating_____ \$30.00
- 9) Navigation Rating_____ \$30.00
- 10) Inclusion of Flight Engineer's Rating_____ \$30.00

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|-----|--|---------|
| 11) | Inclusion of Maintenance Engineer's Rating_____ | \$30.00 |
| 12) | Issue of Dispensation_____ | \$30.00 |
| 13) | Issue of Authorisation_____ | \$30.00 |
| 14) | Copies of Documents | |
| | (a) Issue of copy_____ | \$25.00 |
| 15) | Marshalling of Aircraft | |
| | (a) Permit to Marshal aircraft_____ | \$25.00 |
| 16) | Publications issued by the Civil Aviation Department | |
| | (a) Aeronautical Information Publication_____ | \$40.00 |
| | (b) Search and Rescue Manual_____ | \$30.00 |
| | (c) Search and Rescue Manual (amendment service)(annually)_____ | \$10.00 |
| | (d) Notams, Bulletins, Circulars, etc (annually)_____ | \$40.00 |
| | (e) Personal Flying Log book_____ | \$25.00 |
| | (f) Aircraft Log book_____ | \$20.00 |
| | (g) Engine Log book_____ | \$20.00 |
| | (h) Variable Pitch Propeller_____ | \$20.00 |
| | (i) Modification Record Book_____ | \$20.00 |

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