



Personnel Licensing

FSS PEL 61-04

Telephone number:	+264 61 702240/1	Fax Number:	+264 61 702244
Physical address:	No.12 Rudolph Hertzog Street, Windhoek, NAMIBIA		
Postal address:	Private Bag X12003, Ausspannplatz, Windhoek, NAMIBIA	E-mail	licence@dca.com.na

APPLICATION FOR THE VALIDATION OF A FOREIGN PILOT LICENSE

NOTE:

1. After completion this form must be submitted to the DCA, together with the following:
 - a. Original or certified copy of foreign pilot license,
 - b. Original or certified copy of radiotelephony operator certificate;
 - c. Original or certified copy of valid foreign medical certificate, where applicable
 - d. Results of practical flight test for validation sought, and instrument rating and/or instructor rating flight test, when applicable;
 - e. Results of the density altitude tutorial at an approved Part 141 ATO,
 - f. Original or certified English Language proficiency certificate;
 - g. Original or certified copy of results of air law examination,
 - h. If the validation is sought for commercial use, an original or certified copy of work permit, and offer of employment by a Namibian company; and
 - i. Original or certified copy of logbook, properly summarised and certified by instructor;
 - j. Proof of payment of license validation fee as prescribed in Part 187.

PART 1: TO BE COMPLETED BY APPLICANT

Purpose of validation applied for:	Private Pilot	Commercial Pilot	Airline Transport Pilot
	Ferry Flight	Demonstration flight	Training and testing
Ratings applied for:	Instrument Rating	Instructor rating/TRI	Examiner
	Night Rating	Tow/Tug Rating	Other
Surname (Mr/Mrs/Miss) (Block letters)			
First names			
Gender (check box)	Male	Female	Nationality
Identity/Passport Number			Date of birth
Residential address	Address in Namibia		
Telephone Number In Namibia			Cellphone Number in Namibia
Fax Number in Namibia			Email address
Signature of Applicant			Date:

PART 2: TO BE COMPLETED BY THE APPLICANT

FOREIGN LICENSE DETAILS

Type of license held:	Expiry date:	Country of Issue
List ratings held:		
List aircraft types flown:		
Medical certificate	Class	Valid until:
	1 2 4 n/a	

PART 3: TO BE COMPLETED BY APPLICANT

EXPERIENCE (complete as applicable)

Instrument flying hours:	Cross-country flying hours:	Total flying hours for:
On aircraft	By Day	Last 6 months
In Simulator	By Night	Last 12 months
		PIC
		FO
Instructional hours	Hours on type(s) to be flown in Namibia during last 12 months:	
On aircraft	By Day	Type:
In Simulator	By Night	Type:
		PIC
		FO
Commercial hours flown:	Type:	
PIC	FO	PIC
		FO

PART 4: TO BE FILLED OUT BY INSTRUCTOR

Name of Aviation Training Organisation OR Operator	Name of instructor (Block letters)
Telephone	Licence number
Email address	Signature of Instructor
Date:	Grade (I/II)

OFFICIAL USE ONLY

Date: Application reviewed	Application	Approved	Date:	Rejected	Date:
DCA employee Name:	DCA Supervisor Name:			Reason:	
Signature:	Signature:				



Personnel Licensing		FSS PEL 61-70	
Telephone number:	+264 61 702240/1	Fax Number:	+264 61 702244
Physical address:	No.12 Rudolph Hertzog Street, Windhoek, NAMIBIA		
Postal address:	Private Bag X12003, Ausspanplatz, Windhoek, NAMIBIA	E-mail	licence@dca.com.na

CHECKLIST FOR VALIDATION OF FOREIGN LICENCE

Date:	Validation number:		
Date licence verified with issuing State	Licence & Ratings Authentic	Yes	No

GENERAL (for all validation types)

1	Form FSS PEL 61-04 fully completed	Yes	No
2	<u>Certified copy of the pages of his or her logbook containing:</u>		
a	the last 12 months' summary;	Yes	No
b	endorsements of all class or type ratings;	Yes	No
c	endorsements of the last revalidation of his or her licence, class or type and instrument flight ratings.	Yes	No
3	Certified copy of licence and radio telephony certificate.	Yes	No
4	Certified copy of valid foreign or Namibian medical certificate.	Yes	No
5	Proof of English language proficiency.	Yes	No
6	Proof of payment	Yes	No

PRIVATE PILOT – VFR

6	The applicant must have -		
a	attended a tutorial, conducted by at least a Grade III flight instructor at an approved Part 141 aviation training organisation on the differences in airspaces and terminology within Namibia;	Yes	No
b	received a briefing on performance planning, taking into account the effect of density altitude,	Yes	No
c	written an Air Law examination conducted by an approved Part 141 aviation training organisation; and	Yes	No
d	undergone the PPL skills test.	Yes	No

PRIVATE PILOT – IR

7	The applicant must have -		
a	attended a tutorial, conducted by at least a Grade III flight instructor at an approved Part 141 aviation training organisation on the differences in airspaces and terminology within Namibia;	Yes	No
b	received a briefing on performance planning, taking into account the effect of density altitude,	Yes	No
c	written an Air Law & Procedures examination conducted by the DCA;	Yes	No
d	undergone the Instrument rating skills test.	Yes	No

COMMERCIAL PILOT – VFR

8	The applicant must have -			
a	written an Air Law examination conducted by the DCA; and	Yes	No	
b	undergone the commercial pilot licence skills test.	Yes	No	
c	Undergone the instructor rating skills test, <u>if applicable</u>	N/a	Yes	No
d	Proof of Workpermit/Visa	Yes	No	

COMMERCIAL PILOT – IR

9	The applicant must have -			
a	written an Air Law & Procedures examination conducted by the DCA;	Yes	No	
b	undergone the Instrument rating skills test.	Yes	No	
c	Undergone the instructor rating skills test, <u>if applicable</u>	N/a	Yes	No
d	Proof of Workpermit/Visa			

AIRLINE TRANSPORT PILOT

10	The applicant must have -			
a	written an Air Law & Procedures examination conducted by the DCA;	Yes	No	
b	undergone the Instrument rating skills test.	Yes	No	
c	Proof of Workpermit/Visa	Yes	No	
d	Undergone the instructor rating skills test, <u>if applicable</u>	N/a	Yes	No

1ST REVIEW

Name of LICENSING CLERK	Signature:
-------------------------	------------

2ND REVIEW

Name of LICENSING CLERK	Signature:
	Date: