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**PART-FCL  
 LIGHT AIRCRAFT PILOT LICENCE OR  
 PRIVATE PILOT LICENCE  
 (AEROPLANE)  
 APPLICATION & SKILL TEST REPORT FORM**

**5. TRAINING COURSE, FLYING EXPERIENCE & CREDITING**

To be completed by the ATO

(Note: Tick the certification at either 5.1 (FCL.115 LAPL course), 5.2 (FCL.210 PPL course) or 5.4 (Section 3, Article 9, EU Regulation 2020/723 ICAO license conversions), as applicable.

I certify that (name)..... has:

5.1 satisfactorily completed a course of theoretical knowledge and flight instruction (as set out in **items 1 to 8** of the 'Training Course Summary' below) for the issue of a Part-FCL Light Aircraft Pilot License (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Light Aircraft Pilot License (Aeroplane). I hereby recommend the applicant for the LAPL (A) skill test.

or

5.2 satisfactorily completed a course of theoretical knowledge and flight instruction (as set out in **items 1 to 8** of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot License (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Private Pilot License (Aeroplane). I hereby recommend the applicant for the PPL (A) skill test.

or

5.3 satisfactorily completed a course of flight instruction to upgrade a LAPL(A) to a PPL(A) (as set out in **item 14 to 21** of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot License (Aeroplane). I have examined the applicants training records and pilot logbook(s), and the applicant meets the requirements for the issue of a Part-FCL Private Pilot License (Aeroplane). I hereby recommend the applicant for the PPL (A) skill test.

or

5.4 presented an ICAO pilot's license and pilot logbook(s) and that the flight experience shown therein (as set out in **items 9 to 13** of the 'Training Course Summary' below) meets the requirements for the issue of a Part-FCL Private Pilot License (Aeroplane). I recommend the applicant for the PPL (A) skill test

Training Course Summary (For ICAO license conversions, complete section 5b only table)(For LAPL to PPL conversions, complete section 5c only table)		Part-FCL minima All times are Hours	Hours Complete	HCAA use only
1.	Theoretical knowledge instruction	<b>Examinations</b>		
2.	Supervised Solo flight time in Aeroplanes	<b>LAPL 6 hrs / PPL10 hrs</b>		
3.	Supervised Solo cross-country flight time in Aeroplanes	<b>LAPL 3 hrs / PPL5 hrs</b>		
4.	<p><b>LAPL:</b> Date of most recent solo cross-country flight of at least 150 km (80 NM), during which 1 full stop landing at an aerodrome different from the aerodrome of departure shall be made.            (Specify Aerodromes of Departure and Landings below)</p> <p>Route: From _____ to _____ Track Miles _____ NM            From _____ to _____ Track Miles _____ NM</p> <p style="text-align: right;"><b>TOTAL _____ NM</b></p> <p><b>PPL:</b> Date of most recent solo cross-country flight of at least 270km (150nm) during which full stop landings at two aerodromes different from the aerodrome of departure have been made            (Specify Aerodromes of Departure and Landings below)</p> <p>Route: From _____ to _____ Track Miles _____ NM            From _____ to _____ Track Miles _____ NM            From _____ to _____ Track Miles _____ NM</p> <p style="text-align: right;"><b>TOTAL _____ NM</b></p>		Date...../...../.....	



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<b>Training Course Summary</b> (For ICAO license conversions, complete section 5b only table) (For LAPL to PPL conversions, complete section 5c only table)		Part-FCL minima All times are Hours	Hours Completed	HCAA use only
5.	Dual instruction in Aeroplanes	LAPL 15 hrs / PPL 25 hrs		
6.	Flight instruction in a FSTD (Type of Device _____) (FSTD Identification No. _____)	PPL 5 hrs (max)		
7.	Credit for PIC flight time in aircraft categories other than Aeroplanes (i.a.w.FCL.210.A para. (d)) State Aircraft Category PIC flight time flown in _____ (e.g. Helicopter, Gyroplane, Sailplane etc.) Total PIC flight time in Aircraft Category above _____	LAPL 15 hrs (max) / PPL 10 hrs (max)		
8.	<b>Total Flight Time</b>	LAPL 30 hrs / PPL 45 hrs		

Approved / Declared Training Organization (A/DTO) ..... A/DTO No.....  
 Competent Authority of A/DTO .....  
 Name of Head of Training .....  
 Signature of Head of Training: ..... Date: .....

**5b. CONVERSION – ICAO Annex 1 License issued by a third country To be completed by the A/DTO**

CONVERSION of a PPL, a CPL or an ATPL license issued in compliance with the requirements of Annex 1 to the Chicago Convention by a third country.

9.	Total flight time as a pilot of Aeroplanes (ICAO license conversions only)	100		
10	Written examinations in Air Law and Human Performance	Examinations		
11	Class 2 medical certificate, issued in accordance with Part-Medical:	Class 2 Medical		
12	Language proficiency in accordance with FCL.055;	Level 4 minimum		
13	Fulfil the requirements for the issue of the relevant class or type rating.	Subpart H		

Approved / Declared Training Organization (A/DTO) ..... A/DTO No.....  
 Competent Authority of A/DTO .....  
 Name of Head of Training .....  
 Signature of Head of Training: ..... Date: .....



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**5c. TRAINING COURSE, FLYING EXPERIENCE & CREDITING LAPL(A) to PPL(A) To be completed by the A/DTO**

Specific requirements for applicants holding an LAPL(A) applying for a PPL(A) in compliance Regulation (EU) No. 1178/2011 Annex I FCL.210.A(b)

14.	Total flight time on aeroplanes	<b>45 hrs min</b>		
15.	Total flight time on aeroplanes after the issue of the LAPL(A)	<b>15 hrs min</b>		
16.	Flight instruction completed in a training course at a DTO or at an ATO after the issue of the LAPL(A)	<b>10 hrs min</b>		
17.	Training course supervised solo flight time	<b>4 hrs min</b>		
18.	Training course solo cross-country flight time	<b>2 hrs min</b>		
19.	At least one cross-country flight of at least 270 km (150 NM), during which full stop landings at two aerodromes different from the aerodrome of departure shall be made	<b>1 hrs min</b>		
20.	Class 2 medical certificate, issued in accordance with Part-Medical;	<b>Class 2 Medical</b>		
21.	Language proficiency in accordance with FCL.055;	<b>Level 4 minimum</b>		

Approved / Declared Training Organization (A/DTO) ..... A/DTO No.....

Competent Authority of A/DTO .....

Name of Head of Training .....

Signature of Head of Training: ..... Date: .....

**6. DECLARATION OF FURTHER TRAINING (if applicable) To be completed by the A/DTO**

I certify that (name)..... has completed further training as specified by the Examiner following a previous partial pass or failure of the skill test. I recommend the applicant for a PPL (A) skill test.

Approved / Declared Training Organization (A/DTO)..... A/DTO No.....

Competent Authority of A/DTO .....

Name of Head of Training .....

Signature of Head of Training: ..... Date: .....

**7. THEORETICAL KNOWLEDGE EXAMINATIONS To be completed by the applicant**

Level of examinations passed (e.g. LAPL (A) / PPL(A), CPL(A) or ATPL(A))	Member State under whose authority exams were passed	Date of final examination pass	Expiry date of examination pass	HCAA use only

**8. ENGLISH LANGUAGE PROFICIENCY(ELP) To be completed by the applicant**

Date of ELP Assessment	Level achieved	Name of Examiner	Examiner Number	HCAA use only



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**9. LAPL (A) / PPL(A) SKILL TEST To be completed by the applicant**

Date of Skill Test pass	Name of Examiner	Examiner Number	Competent Authority of Examiner	HCAA use only

**10. APPLICANT'S DECLARATION To be completed by applicant**

I hereby declare that:-

- 1) I do not hold a Part-FCL license issued by another EASA Member State;
- 2) I have not applied for a Part-FCL flight crew license in another Member State;
- 3) I have never held a flight crew license, issued by another Member State, which was revoked or

suspended. I further declare that the information given in this form is true and correct to the best of my knowledge and belief.

Applicant's Signature ..... Date .....

**11. HCAA SUMMARY PRIVACY NOTICE**

How will we use your information?

The information you provide to us via this form will be used to enable us to carry out our regulatory duties including processing your request detailed in Section 3 of this form, the administration and maintenance of subsequent licenses/certificates and for enforcement purposes.

We will not disclose any of your information to any organization without your explicit consent, except where we are obliged to do so under relevant EU and Hellenic legislation, or to verify supporting documentation supplied by you, or to comply with law enforcement agencies.

HCAA Use Only:					
Application Review:	Issue <input type="checkbox"/>		Pending Items <input type="checkbox"/>		Do not Issue <input type="checkbox"/>
Pending Items					
Applicant Informed via	DMS <input type="checkbox"/>	TEL <input type="checkbox"/>	EMAIL <input type="checkbox"/>	Date: <input type="text"/>	Tick IF UPDATED <input checked="" type="checkbox"/>
License & Type/Class Rating Issued:				Expiry Date: <input type="text"/>	
Restrictions					
HCAA Authorized Personnel (Name):					
Signature:				Date: <input type="text"/>	



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## PART 2 – EXAMINER REPORT FOR LAPL (A) / PPL (A) SKILL TEST

Name of applicant: ..... Date of Birth: (dd/mm/yyyy) .....

Attempt No.: ..... Date of Test: ..... Place of Test: .....

Applicant's signature: .....

I certify that I have examined the training records (as applicable) and pilot logbook(s) of (name) ..... and that the entries contained therein meet, in full, the qualification, training and experience requirements for the initial issue of a Part-FCL Light Aircraft Pilot License (Aeroplane) / Private Pilot License (Aeroplane). I have made the applicant aware of the consequences of providing incomplete, inaccurate or false information related to their training and flight experience.

I have reviewed and applied the national procedures and requirements of the applicant's competent authority contained in the latest version of the Examiner Differences Document (*only applicable where the competent authority responsible for the applicant's license is not the same that issued the examiner's certificate*); **Examiners Differences Document Version** \_\_\_\_\_

Examiner's Name: ..... Examiner Number: .....

Issuing Competent Authority: ..... Date of Skill Test Notification to the HCAA: ...../...../.....  
 (of Examiner Certificate)

Examiners signature: .....

**Note:** Examiners are reminded that they must complete Part 2 (Examiner report for LAPL (A) / PPL (A) skill test) and submit the original to the HCAA's Personnel Licensing Office within 7 days of the date of skill test together with a copy of the 'Notification of Test' confirmation email (including signed declaration).

### DETAILS OF FLIGHT(S)

Attempt No. ....					
From			To	Landings	
Date	Aircraft Type	Registration	Block Times Departure                  Arrival		Duration

Result: Pass       Partial Pass       Fail

**Partial pass / Fail only:** If applicable, specify any further training requirement (hours) prior to re-test:  
 A/C ..... Sim/FNPT II ..... Ground .....

Partial Pass Re-test					
From			To	Landings	
Date	Aircraft Type	Registration	Block Times Departure                  Arrival		Duration

Result: Pass       Fail

**Fail only**  
 If applicable, specify any further training requirement (hours) prior to the next attempt:  
 A/C ..... Sim/FNPT II ..... Ground .....



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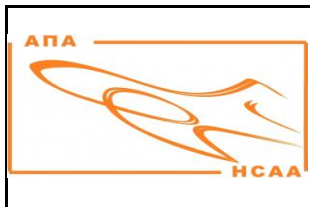
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Name of applicant ..... Date of Birth (dd/mm/yyyy) .....

Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections

Section 1 – Pre-flight operations and departure						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Pre-flight documentation, NOTAM & weather brief					
b	Mass & balance and performance calculation					
c	Aeroplane inspection & servicing					
d	Engine starting & after starting procedures					
e	Taxiing & aerodrome procedures, pre-take-off procedures					
f	Take-off and after take-off checks					
g	Aerodrome departure procedures					
h	ATC compliance and R/T procedures					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	

Section 2 – General Airwork						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	ATC compliance and R/T procedures					
b	Straight and level flight, with speed changes					
c	Climbing: i. best rate of climb; ii. climbing turns; iii. levelling off.					
d	Medium (30° bank) turns					
e	Steep (45° bank) turns <b>PPL:</b> including recognition & recovery from a spiral dive					
f	Flight at critically low airspeed with and without flaps					
g	Stalling: i. Clean stall and recover with power; ii. Approach to stall descending turn with bank angle 20°, approach configuration; iii. Approach to stall in landing configuration.					
h	Descending: i. with and without power; ii. descending turns (steep gliding turns); iii. levelling off.					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	



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**Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections**

<b>Section 3 – En-route procedures</b>						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Flight plan, dead reckoning and map reading					
b	Maintenance of altitude, heading and speed					
c	Orientation, timing & revision of ETA's and log keeping					
d	Diversion to alternate aerodrome (planning & implementation)					
e	<b>PPL:</b> Use of radio navigation aids					
f	<b>PPL:</b> Basic instrument flying check (180° turn in simulated IMC)					
g	Flight management (checks, fuel systems & carburettor icing etc.)					
h	ATC compliance and R/T procedures					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	

<b>Section 4 – Approach and landing procedures</b>						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Aerodrome arrival procedures - Collision avoidance (look-out procedures)					
b	* Precision landing (short field landing), crosswind, if suitable conditions available					
c	* Flapless landing					
d	* Approach to landing with idle power (SE only)					
e	Touch and go					
f	Go-around from low height					
g	ATC compliance and R/T procedures					
h	Actions after flight					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	

\* These items may be combined, at the discretion of the FE





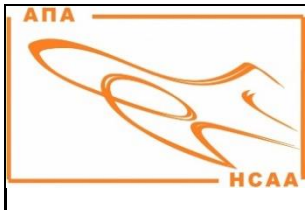
Name of applicant ..... Date of Birth (dd/mm/yyyy) .....

Use of checklist, airmanship, control of aeroplane by external visual reference, anti/de-icing procedures, etc. apply in all sections

Section 5 – Abnormal and emergency procedures						
	Unless annotated exercise to be completed by both LAPL & PPL candidates. <i>This section may be combined with sections 1 through 4</i>	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Simulated engine failure after take-off (SE only)					
b	* Simulated forced landing (SE only)					
c	Simulated precautionary landing (SE only)					
d	Simulated emergencies					
e	Oral questions					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	

Section 6 – Simulated asymmetric flight and relevant class or type items						
	Unless annotated exercise to be completed by both LAPL & PPL candidates. <i>This section may be combined with sections 1 through 5 for PPL applicants</i>	1 <sup>st</sup> Attempt		2 <sup>nd</sup> Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Simulated engine failure during take-off (at a safe altitude unless carried out in an FFS)					
b	Asymmetric approach and go-around					
c	Asymmetric approach and full stop landing					
d	Engine shutdown and re-start					
e	ATC compliance, R/T procedures or airmanship					
f	As determined by the FE: any relevant Items of the class or type rating skill test to include, if applicable: i. Aeroplane systems including handling of autopilot; ii. Operation of pressurisation system; iii. Use of de-icing and anti-icing system.					
g	Oral questions					
<b>Result of Section</b> (circle as applicable)		Pass	Fail	Pass	Fail	

\* These items may be combined, at the discretion of the FE



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## PART 1 GUIDANCE NOTES & SUBMISSION INSTRUCTIONS

### Guidance Notes for Part 1

All sections of Part 1 of the application form must be completed by the applicant personally, except where indicated.

In order for the HCAA to process the application as quickly as possible, it is important that the application form is completed correctly. Please complete the application form in conjunction with the following guidance notes.

#### Section 1 – Applicant's Personal Details

To be completed by the applicant.

#### Section 2 – Details of Existing Flight Crew License(s) held

Please enter details of all flight crew license(s) (including foreign licenses) held.

#### Section 3 - Application

Please indicate the Class or Type rating for which you are applying, and if applicable, indicate if this is an application for conversion of an ICAO Annex 1 compliant PPL(A), CPL(A) or ATPL(A).

#### Section 4 – Medical Certificate

Please enter details of your valid Part-MED Class 1 or 2 Medical Certificate.

#### Section 5 – Training Course, Flying experience & Crediting

This section must be completed by the A/DTO's Head of Training or nominated Deputy.

The requirements for the initial issue of a Part-FCL LAPL (A) / PPL(A) are set out in Subpart C, Sections 1 & 2 of Commission Regulation (EU) No. 1178/2011 (as amended), and in **COMMISSION DELEGATED REGULATION (EU) 2020/723, SECTION 3 for conversion of an ICAO Annex 1 compliant license.**

Credit for PIC flight time in an aircraft category other than Aeroplanes can only be claimed if a pilot license, or equivalent privileges, is held for the appropriate category of aircraft. Any such credit shall be calculated in accordance with FCL.210.A (d).

#### Section 6 – Declaration of Further Training

This section must be completed by the ATO's Head of Training (or nominated Deputy) where a previous attempt at the LAPL (A) / PPL(A) skill test resulted in a partial pass or fail, and the examiner specified the need for further training before re-test / further attempt.

#### Section 7 – Theoretical Knowledge Examinations

Please enter details of your theoretical knowledge examination pass. If the examinations have not been passed with the HCAA, the results will be verified as part of the license issue process with the State under whose authority the exams were passed.

#### Section 8 – English Language Proficiency (ELP)

Please enter details of your ELP assessment.

#### Section 9 – PPL(A) Skill Test

Please enter details of your skill test pass. **Note:** Your application will not be processed until the HCAA has received the completed original Part 2 of this form from the Examiner(s) in respect of all attempts at the LAPL (A) / PPL(A) skill test.

#### Section 10 – Applicant's Declaration

This section must be completed after reviewing all information entered on the application form. If you are unable to agree with any of the statements in the declaration, please contact the Personnel Licensing Office for further advice before submitting this application.



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**SUBMISSION INSTRUCTIONS (see Guidance Notes)**

Please, send your application along with the following attachments to [info@hcaa.gov.gr](mailto:info@hcaa.gov.gr) with the following

Subject: **PEL-FCL- (License Number if available & Last Name)**

- All pilot logbooks
- Copy of your valid Part-MED
- Copy of your Passport or National Identity card as evidence of identity
- Copy of your theoretical knowledge examination results certified by the issuing Authority
- e-Administrative Fee Code-eparavolo 4619 & 4509 (PPL) or 4517 (LAPL) for Initial & Conversion
- English Language Proficiency Assessment Form PEL-FCL 270 (or local equivalent if completed with a non-HCAA ELP Assessor)

**If Applicable**

- Copy of ICAO PPL (A) / CPL (A) / ATPL (A) and validating medical certificate (**ICAO license conversions ONLY**)
- Copy of relevant flight crew license(s) / qualification(s) and validating medical certificate(s) (**if claiming credit in Section 5 for flight experience in an aircraft category other than aeroplanes**).
- Copy of A/DTO Approval Certificate (**Only for Non-Hellenic A/DTO**)
- Copy of the Flight Examiner's flight crew license and examiner certificate
- Copy of the FSTD Qualification Certificate (**if an FSTD is used on the training course**)

**Please note that failure to upload all required documentation may result in the return of your application.**