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**PART-FCL
 LIGHT AIRCRAFT PILOT LICENCE OR
 PRIVATE PILOT LICENCE
 (HELICOPTER)
 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 **Sections 1 to 8** of the 'Training Course Summary' below) for the issue of a Part-FCL Light Aircraft Pilot License (Helicopter). 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 (Helicopter). I hereby recommend the applicant for the LAPL (H) skill test.

or

5.2 satisfactorily completed a course of theoretical knowledge and flight instruction (as set out in **Sections 1 to 8** of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot License (Helicopter). 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 (Helicopter). I hereby recommend the applicant for the PPL (H) skill test.

or

5.3 satisfactorily completed a course of flight instruction to upgrade a LAPL(H) to a PPL(H) (as set out in **item 14 to 18** of the 'Training Course Summary' below) for the issue of a Part-FCL Private Pilot License (Helicopter). 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 (Helicopter). I hereby recommend the applicant for the PPL (H) 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 **Section 9 to 13** of the 'Training Course Summary' below) meets the requirements for the issue of a Part-FCL Private Pilot License (Helicopter). I recommend the applicant for the PPL (H) skill test

	Training Course Summary (For ICAO license conversions, complete section 9 only of this table)	Part-FCL minima	Hours / Completed	HCAA use only
1.	Theoretical knowledge instruction	Examinations		
2.	Supervised Solo flight time in Helicopters	LAPL 10 / PPL 10		
3.	Supervised Solo cross-country flight time in Helicopters	LAPL 5 / PPL 5		
4.	<p>LAPL: 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;">TOTAL _____ NM</p> <p>PPL: Date of most recent cross-country flight of at least 185 km (100 NM), with full stop landings at 2 aerodromes different from the aerodrome of departure. (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;">TOTAL _____ NM</p>		Date...../...../.....	



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Training Course Summary (For ICAO license conversions, complete section 9 only of this table)		Part-FCL minima	Hours / Completed	HCAA use only
5.	Dual instruction in Helicopters	LAPL 20 / PPL 25		
6.	Flight instruction in a FSTD (Type of Device _____) (FSTD Identification No. _____)	PPL 5 (max)		
7.	Credit for PIC flight time in aircraft categories other than Helicopters (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 20 (max) / PPL 6 (max)		
8.	Total Flight Time	LAPL 40 / PPL 45		

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 Helicopters (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:

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	45hrs min		
15.	Complete a training course at a DTO or at an ATO that shall include at least five hours of dual flight instruction time	5hrs min		
16.	At least one supervised solo cross-country flight of at least 185 km (100 NM), with full stop landings at two aerodromes different from the aerodrome of departure.	1 min		
17.	Class 2 medical certificate, issued in accordance with Part-Medical;	Class 2 Medical		
18.	Language proficiency in accordance with FCL.055;	Level 4 minimum		

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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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 (H) 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 (H) / PPL(H), CPL(H) or ATPL(H))	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

9. LAPL (H) / PPL(H) 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 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



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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="checkbox"/> Tick IF UPDATED ✓
License & Type/Class Rating Issued:				Expiry Date:	
Restrictions					
HCAA Authorized Personnel (Name):					
Signature:				Date:	



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PART 2 – EXAMINER REPORT FOR LAPL (H) / PPL (H) 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 (Helicopter) / Private Pilot License (Helicopter). 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 (H) / PPL (H) 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		Duration
			Departure	Arrival	

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		Duration
			Departure	Arrival	

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

SECTION 1 PRE-FLIGHT OR POST-FLIGHT CHECKS AND PROCEDURES

	Unless annotated exercise to be completed by both LAPL & PPL candidates. Use of checklist, airmanship, control of helicopter by external visual reference, anti/de-icing procedures, etc. apply in all sections	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Helicopter knowledge (for example technical log, fuel, mass and balance, performance), flight planning, NOTAM, and weather briefing					
b	Pre-flight inspection or action, location of parts and purpose					
c	Cockpit inspection, starting procedure					
d	Communication and navigation equipment checks, selecting and setting frequencies					
e	Pre-take-off procedure and ATC liaison					
f	Parking, shutdown and post-flight procedure					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

SECTION 2 HOVER MANOEUVRES, ADVANCED HANDLING AND CONFINED AREAS

	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Take-off and landing (lift off and touch down)					
b	Taxi and hover taxi					
c	Stationary hover with head, cross and tail wind					
d	Stationary hover turns, 360° left and right (spot turns)					
e	Forward, sideways and backwards hover manoeuvring					
f	Simulated engine failure from the hover					
g	Quick stops into and downwind					
h	Sloping ground or unprepared sites landings and take-offs					
i	Take-offs (various profiles)					
j	Crosswind and downwind take-off (if practicable)					
k	Take-off at maximum take-off mass (actual or simulated)					
l	Approaches (various profiles)					
m	Limited power take-off and landing					
n	Autorotations (FE to select two items from the following: basic, range, low speed, and 360° turns)					
o	Autorotative landing					
p	Practice forced landing with power recovery					
q	Power checks, reconnaissance technique, approach and departure technique					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	



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

SECTION 3 NAVIGATION AND EN-ROUTE PROCEDURES						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Navigation and orientation at various altitudes or heights and map reading					
b	Altitude or height, speed, heading control, observation of airspace and altimeter setting					
c	Monitoring of flight progress, flight-log, fuel usage, endurance, ETA, assessment of track error, re-establishment of correct track and instrument monitoring					
d	Observation of weather conditions and diversion planning					
e	Collision avoidance (look-out procedures)					
f	PPL: Use of navigation aids (where available)					
g	ATC liaison with due observance of regulations					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

SECTION 4 FLIGHT PROCEDURES AND MANOEUVRES						
	Unless annotated exercise to be completed by both LAPL & PPL candidates.	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Level flight, control of heading, altitude or height and speed					
b	Climbing and descending turns to specified headings					
c	Level turns with up to 30 ° bank, 180 ° to 360 ° left and right					
d	PPL: Level turns 180° left and right by sole reference to instruments					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	

SECTION 5 ABNORMAL AND EMERGENCY PROCEDURES (SIMULATED WHERE APPROPRIATE) LAPL CANDIDATES						
	Exercise to be completed by LAPL candidates. Note: The FE selects 4 items from the following:	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Engine malfunctions, including governor failure, carburettor or engine icing and oil system, as appropriate					
b	Fuel system malfunction					
c	Electrical system malfunction					
d	Hydraulic system malfunction, including approach and landing without hydraulics, as applicable					
e	Main rotor or anti-torque system malfunction (FFS or discussion only)					
f	Fire drills, including smoke control and removal, as applicable					
g	Other abnormal and emergency procedures as outlined in appropriate flight manual					
Result of Section (circle as applicable)		Pass	Fail	Pass	Fail	



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

SECTION 5 ABNORMAL AND EMERGENCY PROCEDURES (SIMULATED WHERE APPROPRIATE) PPL CANDIDATES

	Exercise to be completed by PPL candidates. Note (1) Where the test is conducted on an ME helicopter, a simulated engine failure drill, including an SE approach and landing should be included in the test. Note (2) The FE should select four items from the following:	1 st Attempt		2 nd Attempt		Comments
		Pass (✓)	Fail (✓)	Pass (✓)	Fail (✓)	
a	Engine malfunctions, including governor failure, carburettor or engine icing and oil system, as appropriate					
b	Fuel system malfunction					
c	Electrical system malfunction					
d	Hydraulic system malfunction, including approach and landing without hydraulics, as applicable					
e	Main rotor or anti-torque system malfunction (FFS or discussion only)					
f	Fire drills, including smoke control and removal, as applicable					
g	Other abnormal and emergency procedures as outlined in an appropriate flight manual and with reference to Appendix 9 C to Part-FCL, sections 3 and 4, including for ME helicopters: (a) Simulated engine failure at take-off: (1) rejected take-off at or before TDP or safe forced landing at or before DPATO; (2) shortly after TDP or DPATO. (b) Landing with simulated engine failure: (1) landing or go-around following engine failure before LDP or DPBL; (2) following engine failure after LDP or safe forced landing after DPBL.					
	Result of Section (circle as applicable)	Pass	Fail	Pass	Fail	

Note:
 Section 3 shall be at least 60 minutes, shall consist of at least 3 legs, each of a minimum of 10 minutes.
 Section 3 may be flown as a separate Test



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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(H), CPL(H) or ATPL(H).

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 ATO's Head of Training or nominated Deputy.

The requirements for the initial issue of a Part-FCL LAPL(H) / PPL(H) are set out in Subpart C, Sections 1 & 3 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 Helicopters 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.110.H (b). of FCL.210.H (c).

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 (H) / PPL(H) 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(H) 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 (H) / PPL(H) 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 with the following

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

- Copy of pilot logbooks
- Copy of your valid Part-MED Class 1 or 2 Medical Certificate
- 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 (H) / CPL (H) / ATPL (H) 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 Helicopters**).
- Copy of ATO Approval Certificate. (**Non-Hellenic ATO**)
- 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 submit all required documentation may result in the return of your application.