



**Flight Operations Standards Department**  
**General Aviation & Training Section**  
**Flight Dispatcher License Issuance Application Form**

**A. FOR APPLICANT USE ONLY**

**1. Personal Details.**

• Applicant Name			
• Address			
• Mobile Tel. No			
• Date & Place of Birth		• Nationality	
• I hereby declare that the information given in this form is true, correct & completed.		• Applicant Signature	

**2. Application Details.**

• I am applying for the Flight Dispatcher license Issuance
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**3. Aircraft Dispatcher License Issuance Requirements.**

No	AC 28-04-007 Flight Dispatcher Training		
a	A minimum educational level of successful completion of high school (Tawjihi) or equivalents	Yes	
b	The applicant can read, write, speak and understand English language	Yes	
c	The applicant has successfully completed approved initial flight dispatcher course in an approved training organization; or	Yes	
d	<input type="checkbox"/> The applicant successfully completed approved abridged flight dispatcher course in an approved training organization; or	Yes; or	
	<input type="checkbox"/> The applicant is a flight crew member in commercial air transport; holding a valid and current CPL/IR or ATPL	Yes; or	
	<input type="checkbox"/> The applicant has Passed CARC written; and	Yes	
e	The applicant has Passed CARC oral and practical examination; and	Passed	
f	The applicant has successfully completed the on job training; and	Passed	
g	Competency check before applying for the issue of a flight dispatcher license	Completed	
h	A minimum age of 21 years for dispatcher license issue	Date of Birth	

**4. Head of Training Recommendation.**

• I hereby certify that applicant meets AC 28-04-007 Flight Dispatcher Training requirements for Flight Dispatcher License Issue, I have checked the applicant records, and I am satisfied that the information contained in this application is correct			
• Head of Training Name		• Date	
• FTO/TRTO/TC Name		• Signature	

**B. FOR CARC USE ONLY**

**1. CARC Recommendation.**

• Flight Dispatcher License Issuance	Approved	<input type="checkbox"/> Not approved	
• License expiry date			
• Remarks			
<b>Flight Operations Inspector Name</b>	<b>Signature</b>	<b>Date</b>	



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**C. SUPPORTING DOCUMENTS.**

- Cover Letter from the FTO/TRTO/TC for flight dispatcher license issue.
- This application form.
- Copy of successful completion of initial or abridged dispatcher training course certificate
- Copy of valid CARC flight dispatcher license theoretical knowledge examination (written) pass certificate
- Copy of CARC temporary authorization after successfully completing CARC Approved flight dispatch course, written and oral / practical examination
- Copy of on job training certificate
- Copy of competency check report