



Flight Operations Standards Department
Flight Crew Licensing & Training Section - Licensing
Foreign Flight Dispatcher License Validation Issuance Application Form

A FOR APPLICANT USE ONLY

1. Personal Details.

• Applicant Name			
• Address (Jordan)			
• Address (Home)			
• 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 Foreign Flight Dispatcher License validation
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3. Foreign Flight Dispatcher License Held Details.

• State of license issue		• License number	
• License Expiry Date		• Airplanes Type	

4. JCAR Flight Dispatcher License Held Details. (If applicable)

• License Number		• License expiry date	
• License Status	<input type="checkbox"/> Suspended	<input type="checkbox"/> Revoked	<input type="checkbox"/> Non

5. Foreign Flight Dispatcher License Validation Requirements.

No	JCARs Requirements		
a	The applicant medical fit for duty	Yes	
b	The applicant can read, write, speak and understand English language	Yes	
c	The applicant has a current and valid foreign license	Valid Until	
d	The applicant is contracted to operate with CARC approved AOC holder	Yes	
e	The foreign country issued the dispatcher license is an ICAO Contracting State	Yes	
f	The applicant shall complete flight dispatcher conversion training course, and differences training course if applicable, and pass the related written test and competency check conducted by the operator	Completed & Passed	
g	The applicant shall complete any other relevant training required by JCARs eg. ETOPS, Security, Dangerous goods training etc...in accordance with Flight Dispatcher Training	Completed	
h	The applicant shall pass flight dispatcher conversion and differences training if applicable Oral / practical examination conducted by CARC inspectors		

6. Training Post Holder Recommendation.

• I hereby certify that, the applicant meets JCARs requirements for Flight Dispatcher License validation on (), and having checked the applicant license, medical and records, I am satisfied that the information contained in this application form is correct			
• Head of Training Name		• Date	
• AOC Name		• Signature	



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B FOR CARC USE ONLY

1. License Verification.

• Licence holder name		• State of license	
• License number		• License Expiry Date	
• License Verification Result	<input type="checkbox"/> License Accepted	<input type="checkbox"/> License Rejected	
• Remarks			
Licensing Unit Manager Name		Signature	Date

2. Examiner Designation.

• The under signed, Chief of Flight Crew Licensing & Training Section Authorizes Capt..... to conduct Flight dispatcher Oral / practical examination		
Name	Signature	Date

3. Examiner Recommendation

• Date		• Oral/Practical Examination	<input type="checkbox"/> Passed
• Recommendations			
Examiner Name		Signature	Date

4. CARC Recommendation.

• License validation issuance	<input type="checkbox"/> Approved	<input type="checkbox"/> Not approved
• Validation privileges	Dispatch airplanes in accordance with air operator certificate (AOC) and operations specification and the Flight Dispatcher qualification	
• Validation expiry date		
• Foreign license expiry date		
• Operator name		
• Remarks		
Flight Operations Inspector Name		Signature

C SUPPORTING DOCUMENTS

- Cover Letter from the operator for the initial acceptance of the Flight Dispatcher License validation
- This application form
- Copy of CARC Flight Dispatcher License if held
- Copy of valid Foreign Flight Dispatcher License
- Copy of foreign medical fit for duty certificate
- Copy of valid passport
- One photo
- After CARC initial acceptance, cover letter from the AOC for Flight Dispatcher License validation skill test examiner designation:
 - This application form
 - Copy of CARC medical fit for duty certificate
 - Copy of Flight Dispatcher oral/practical examination