



**Flight Operations Standards Department**  
**General Aviation & Training Section**  
**Foreign Private Pilot License (PPL) Conversion 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 conversion of Private Pilot License (PPL) issued by ICAO contracting state into CARC license			
• Airplane type/class		<input type="checkbox"/> PPL	<input type="checkbox"/> PPL/IR
			<input type="checkbox"/> PPL with SPA type rating

**3. JCAR Flight Crew License Held Details. (If applicable)**

• License Type & Number		• License expiry date	
• Type/Class rating details		• Rating expiry date	
• License Status	<input type="checkbox"/> Suspended	<input type="checkbox"/> Revoked	<input type="checkbox"/> Non

**4. Foreign Flight Crew License Held Details.**

• State of license issue		• License type & number	
• License Expiry Date		<input type="checkbox"/> Type Rating expiry date	
<input type="checkbox"/> Class Rating expiry date		<input type="checkbox"/> IR <input type="checkbox"/> SE <input type="checkbox"/> ME expiry date	
• Total flight Hrs		• Total Hrs on type	
• *Total flying experience in the last 90 days			

**5. Foreign Medical Certificate Held Details.**

Class		Expiry Date	AME Name	Limitations
<input type="checkbox"/> 1	<input type="checkbox"/> 2/IR	<input type="checkbox"/> 2		

**6. Foreign Private Pilot License (PPL) Conversion Requirements.**

ICAO PPL Conversion requirements (SPA)

No	AC 28-04-003 Foreign ICAO Flight Crew License Conversion		
a	Shall be at least 17 years of age	Date of birth	
b	Hold valid ICAO Private Pilot License (PPL)	Valid Until	
c	Hold valid rating. <input type="checkbox"/> Type rating (SPA) <input type="checkbox"/> Class rating <input type="checkbox"/> Single engine <input type="checkbox"/> Multi engine	Valid Until	
d	Hold valid foreign Medical at least class 2	Valid Until	
e	Has minimum 100 Hrs as a pilot of airplane	Hrs	
f	Hold valid JCAR Medical at least class 2	Valid Until	
g	1.Pass (1) Air Law.(2) Human Performance & Limitations. theoretical knowledge examination (PPL only)		
h	Demonstrate to the satisfaction of CARC the knowledge of the relevant parts of JCAR FCL 1		
i	Pass Type /Class rating (SPA) PPL kill test revalidation requirements		





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**6. Foreign Private Pilot License (PPL) Conversion Requirements. Continue**

**ICAO PPL/IR Conversion requirements (SPA)**

No	JCARs-Requirements		
a	Shall be at least 17 years of age	Date of birth	
b	Hold valid ICAO Private Pilot License. <input type="checkbox"/> PPL	Valid Until	
c	Hold valid rating. <input type="checkbox"/> Type rating (SPA) <input type="checkbox"/> Class rating <input type="checkbox"/> Single engine <input type="checkbox"/> Multi engine	Valid Until	
d	Hold valid Instrument rating <input type="checkbox"/> SE <input type="checkbox"/> ME	Valid Until	
e	Hold valid foreign Medical at least class 2/IR	Valid Until	
f	Hold valid ICAO English language proficiency level <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	Valid Until	
g	Has minimum 100 Hrs as a pilot of airplane, including	Hrs	
	Minimum 30 Hrs IFR	Hrs	
h	Hold valid JCAR English language proficiency level <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6	Valid Until	
i	Hold valid JCAR Medical at least class 2/IR	Valid Until	
j	Pass (1) Air Law. (2) Meteorology.(3) Flight Planning & Performance ( 4) Human Performance (PPL) with Instrument Rating theoretical knowledge examination		
k	Demonstrate to the satisfaction of CARC the knowledge of the relevant parts of JCAR FCL 1		
l	Pass s Type /Class rating (SPA) PPL kill test revalidation requirements		
m	*Pass IR skill test (SPA) revalidation requirements. (IR skill test (SPA) might be combined with PPL VFR Class Rating/Type Rating (SPA) skill test)		

**B. FOR CARC USE ONLY**

**1. License Verification.**

• Licence holder name		• License type & number	
• State of license issue		• License Expiry Date	
• Type/class Rating Expiry Date		• IR Expiry Date	
• License verification result	<input type="checkbox"/> License Accepted	<input type="checkbox"/> License Rejected	
• Remarks			
<b>Licensing Unit Manager Name</b>		<b>Signature</b>	<b>Date</b>

**2. Theoretical Knowledge Examination.**

**PPL**

Subjects	Exam Date	Exam Time	Exam result
• Air Law			
• Human performance & Limitations			
<b>* Licensing Unit Manager Name</b>		<b>Signature</b>	<b>Date</b>


\*Sign after applicant passes all theoretical examination subjects

**PPL/IR**

Subjects	Exam Date	Exam Time	Exam result
1. Air Law			
2. Meteorology.			
3. Flight Planning & Performance			
4. Human Performance			
<b>* Licensing Unit Manager Name</b>		<b>Signature</b>	<b>Date</b>

\*Sign after applicant passes all theoretical examination subjects



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**3. Examiner Designation.**

• The under signed, Chief of Flight Crew Licensing & Training Section authorises <input type="checkbox"/> TRE <input type="checkbox"/> SFE <input type="checkbox"/> CRE <input type="checkbox"/> FE Capt..... to conduct <input type="checkbox"/> Type rating (SPA) <input type="checkbox"/> Class rating <input type="checkbox"/> Class rating with IR <input type="checkbox"/> SE <input type="checkbox"/> ME revalidation skill test		
<b>Name</b>	<b>Signature</b>	<b>Date</b>

**4. Examiner Recommendation. (TRE/SFE (with valid type rating) CRE/FE notified by CARC)**

• Date		• Departure/Destination	
• FTO/TRTO		• Landing time	
<input type="checkbox"/> Airplane Type & number		• Total flight time	
<input type="checkbox"/> FS Type & number		• JCAR OPS1 and/or FCL 1	<input type="checkbox"/> Passed
• Take off time		• Skill test result	<input type="checkbox"/> Passed
• Examiner recommendations			
<b>Examiner Name</b>		<b>Signature</b>	<b>Date</b>

**5. CARC Recommendation.**

• License conversion issuance	<input type="checkbox"/> Approved		<input type="checkbox"/> Not approved	
• PPL privileges	<input type="checkbox"/> Pilot-in-command or co-pilot of any single engine airplane engaged in non-revenue flights <input type="checkbox"/> Pilot-in-command or co-pilot of any multi engine airplane engaged in non-revenue flights <input type="checkbox"/> Co-pilot of multi pilot airplane engaged in non-revenue flights			
• License details	<input type="checkbox"/> PPL	<input type="checkbox"/> PPL/IR	• License expiry date	
<input type="checkbox"/> SPA Class Rating details	<input type="checkbox"/> SE	<input type="checkbox"/> ME	• Rating expiry date	
<input type="checkbox"/> SPA Instrument rating	<input type="checkbox"/> SE	<input type="checkbox"/> ME	• Rating expiry date	
<input type="checkbox"/> SPA Type Rating details	• Airplane type		• Rating expiry date	
• JCAR English language Level	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	• English Expiry date
• JCAR Medical Class	<input type="checkbox"/> 1	<input type="checkbox"/> 2/IR	<input type="checkbox"/> 2	• Medical Expiry date
• Remarks				
<b>Flight Operations Inspector Name</b>			<b>Signature</b>	<b>Date</b>

**C. SUPPORTING DOCUMENTS.**

- This application form.
- Copy of JCAR Flight Crew License if held
- Copy of valid foreign Private Pilot License
- Valid Type/Class/Instrument rating
- Valid ICAO English language proficiency at least level 4 (If holding Type Rating or instrument rating)
- Copy of valid foreign medical certificate appropriate class
- Original Log Book
- Copy of valid passport
- One photo
- After CARC initial approval.
  - This application form
  - JCAR theoretical examination result
  - Copy of JCAR Medical Certificate appropriate class
  - Copy of JCAR English language proficiency at least level 4. (If holding Type Rating or instrument rating)
- After the conduct of Type/Class & instrument rating skill test.
  - This application form
  - Type/Class rating Skill Test Report.
  - Instrument Rating Skill Test Report if not combined with Type/Class rating Skill Test (If holding IR)

