**CONVERSION OF COMMERCIAL PILOT LICENCE/IR**

CHECK LIST FOR RECEIVING APPLICATIONS

Name of the Applicant:

Date:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Yes** | **No** | **Remarks** | **Office Use** |
| Application uploaded to the system (Issuance of CPL) |  |  | Ref. No. |  |
| Certificates from the flying school |  |  |  |  |
| Certified log book and copies (Both should be submitted) |  |  |  |  |
| Detailed breakdown of Cross Country and night flying Summary submitted |  |  |  |  |
| Knowledge Exams (ATPL Theory/ CPL Exams) successfully completed |  |  | Date Completed : |  |
| English Language Proficiency Check Completed (N/A for FAA Conversion) |  |  | Date of Check :  ELPC Level : |  |
| Holds valid class 1 medical certificate |  |  | Date of Medical : |  |
| Valid Foreign Licence - Copy |  |  |  |  |
| Valid Foreign Medical - Copy |  |  |  |  |
| NIB Clearance |  |  | Ref. No. and Date : |  |
| Valid SPL ( If no kindly start the process) |  |  |  |  |

I understand that my application will not be processed unless I produce the original certificate / documents to TOPL section and make the relevant payments.

I hereby certify that the particulars given by me in this application are true and correct.

………………………………………….

(Applicant’s Signature)

The Application and documents received on …………………………………. and payment made.

Payment Receipt number …………………..

…………………………………..

(Receiving Officer’s signature)

Remarks