

**TECHNICAL IMPLEMENTATION PROCEDURES
- LICENSING (TIP-L)**

BETWEEN THE

**FEDERAL AVIATION ADMINISTRATION
OF THE UNITED STATES OF AMERICA**

AND THE

**EUROPEAN UNION AVIATION SAFETY AGENCY
OF THE EUROPEAN UNION**



Entry into Force: May 18, 2021

TECHNICAL IMPLEMENTATION PROCEDURES - LICENSING (TIP-L)

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Section A – Authority Interaction

1. Introduction

1.1 The agreement between the United States of America and the European Union on Cooperation in the Regulation of Civil Aviation Safety (the Agreement) with its Pilot Licensing Annex (Annex 3) permits reliance on each other’s licensing and oversight systems to the greatest extent possible, within the scope of the Annex. Therefore, the scope of these Technical Implementation Procedures - Licensing (TIP-L) covers private pilot licenses (PPL(A)), as well as night and instrument ratings (IR(A)), as specified in Appendix 1 to Annex 3, in the single-engine piston (SEP) land airplane and multi-engine piston (MEP) land airplane categories in single-pilot operations, excluding type ratings.

1.2 The United States (U.S.) requirements for the certification of pilots are contained in Title 14 of the Code of Federal Regulations (14 CFR) part 61. Guidance material, policy, and procedures are contained in FAA advisory circulars, orders, notices, and policy memoranda.

1.3 The European Union (EU) requirements for civil aviation aircrew are contained in Regulation (EU) 2018/1139 of the European Parliament and of the Council of 4 July 2018 and in Annex I to Commission Regulation (EU) No 1178/2011 of 3 November 2011 (Part-FCL). Acceptable Means of Compliance (AMC) and Guidance Material (GM) to Part-FCL are published as Decision No 2011/016/R of the Executive Director of the European Union Aviation Safety Agency (EASA). The European Free Trade Association (EFTA) States (Iceland, Norway, Liechtenstein and Switzerland) are not parties to the Agreement and its Annex 3.

1.4 The Federal Aviation Administration (FAA) and EASA have established the differences between Part-FCL and 14 CFR part 61, as they relate to pilot licensing. These significant differences are listed as special conditions in Appendix 1 to Annex 3 as agreed between the EU and the U.S. As a result, an FAA-certificated pilot, when in compliance with the above-mentioned EU pilot licensing special conditions, may apply for an EU Part-FCL pilot license or rating. An EU licensed Part-FCL pilot, when in compliance with the above-mentioned FAA pilot licensing special conditions, may apply for an FAA private pilot certificate or rating.

1.5 The FAA and the EU Aviation Authorities (AA), where applicable, shall issue a pilot license or rating on the basis of the other Authority’s license or rating by complying with the special conditions of the issuing Authority as described in Appendix 1 to Annex 3. For the purpose of this TIP-L, 14 CFR part 61 pilot certificates and EU Part-FCL pilot licenses are collectively referred to as ‘pilot licenses’ or ‘licenses’. The TIP-L describes in detail the procedures to implement Annex 3 and the exercise of continued compliance assessments.

1.6 The TIP-L is subdivided into five sections. Section A, *Authority Interaction*, describes the procedures for EASA, the FAA, and when applicable, for the AA, regarding communication and cooperation. Section A also defines procedures that the FAA and EASA shall employ when conducting confidence assessments to verify continued compliance with Annex 3. Sections B and C on license conversion procedures detail the actions to be taken by the AAs, EASA, the FAA, and the applicants for a pilot license and/or the associated

SEP/MEP class ratings as applicable, in order for a pilot license to be issued on the basis of the pilot license of the other party in accordance with Annex 3. Section D contains the entry into force and termination provisions and Section E, *Authority*, contains the signatures of the FAA and EASA officials who approved these procedures.

2. Purpose

The purpose of this section of the TIP-L is to define the procedures and activities of the Federal Aviation Administration (FAA), the European Union Aviation Safety Agency (EASA) and the Aviation Authorities (AA) that are required to implement the Pilot Licensing Annex (Annex 3 of the Agreement).

3. Definitions

In addition to the definitions found in Article I of the Agreement and in paragraph 2 of Annex 3, *Pilot Licensing*, to the Agreement, for the purposes of this TIP-L, the following definitions apply:

- (a) **Acclimatization flying:** flight training for the purpose of accustoming applicants for FAA instrument ratings and EU Part-FCL instrument ratings (IR(A)) with the specificities of the airspace in the United States and the Member States, respectively.
- (b) **Airplane/aeroplane:** an engine-driven fixed-wing aircraft heavier than air that is supported in flight by the dynamic reaction of the air against its wings.
- (c) **Approved Training Organization (ATO):** a training organization approved in accordance with Commission Regulation (EU) No 1178/2011.
- (d) **Aviation Authority (AA):** Refer to Article 1 of the Agreement.
- (e) **Certificate Action:** FAA authority to issue orders amending, modifying, suspending, or revoking any part of a certificate issued under Title 49 United States Code, chapter 447, if the Administrator decides after conducting a re-inspection, reexamination, or other investigation that safety requires.
- (f) **Class Rating:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (g) **Conversion:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (h) **Currency:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (i) **Declared Training Organization (DTO):** a training organization declared in accordance with the Commission Regulation (EU) No 1178/2011.
- (j) **EU Part-FCL License:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (k) **FAA Pilot Certificate:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.

- (l) **Flight Review:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (m) **Flight time under Instrument Flight Rules (IFR):**
 - (i) For FAA license holders, flight time during which the aircraft is being operated solely by reference to instruments under actual or simulated instrument meteorological conditions.
 - (ii) For Part-FCL license holders, all flight time during which the aircraft is being operated under the Instrument Flight Rules.
- (n) **Instrument Meteorological Conditions (IMC):** meteorological conditions expressed in terms of visibility, distance from clouds, and ceiling less than the minimums specified for visual meteorological conditions, requiring operations to be conducted under IFR.
- (o) **Instrument Proficiency Check:** with respect to 14 CFR § 61.57(d) and Annex 3, an FAA aeronautical knowledge and experience check for an FAA instrument rating given by an FAA examiner, Aviation Safety Inspector (ASI), Aviation Safety Technician (AST), or Proficiency Pilot Examiner that consists of the areas of operation and instrument tasks required in the instrument rating Airman Certification Standards (ACS). Found at https://www.faa.gov/training_testing/testing/acs/.
- (p) **Instrument Rating:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (q) **Knowledge Test:** a test on the aeronautical knowledge areas required for a pilot license or rating conversion that can be administered in written form or by a computer format.
- (r) **License:** an EU Part-FCL license or an FAA pilot certificate.
- (s) **Monitoring:** the periodic surveillance to determine continuing compliance with the appropriate standards.
- (t) **Multi-engine piston (MEP) land:** with respect to an EU Part-FCL pilot license, those airplanes for which the holder of a Part-FCL MEP land class rating has privileges to act as pilot.
- (u) **Night Rating:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (v) **Single-engine piston (SEP) land:** with respect to EU Part-FCL pilot license, those airplanes for which the holder of a Part-FCL SEP land class rating has privileges to act as pilot.
- (w) **Skill Test:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (x) **Special Conditions:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.
- (y) **Technical Agent:** Refer to Article 1 of the Agreement.
- (z) **Type Rating:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.

(aa) **Valid:** Refer to section 2 of Annex 3, *Pilot Licensing*, to the Agreement.

4. Applicable Regulations and Guidance

4.1 For FAA:

Title 14 of the Code of Federal Regulations (14 CFR) part 61, as amended.

4.2 For EASA and AAs:

4.2.1 Regulation (EU) 2018/1139 of the European Parliament and of the Council of 4 July 2018.

4.2.2 Annex, I to Commission Regulation (EU) No 1178/2011 of 3 November 2011 (Part-FCL), as amended.

4.2.3 Acceptable Means of Compliance (AMC) and Guidance Material (GM) to Part-FCL as per Decision No 2011/016/R of the Executive Director of EASA, as amended.

5. Communications

5.1 In accordance with paragraph 4.9 of Annex 3 of the Agreement, the FAA and EASA shall keep each other informed of significant changes to their systems in areas such as:

5.1.1 Laws, regulations, acceptable means of compliance, guidance material, policies, and procedures, which may affect the basis and the scope of this agreement;

5.1.2 Organizational structure (e.g., personnel, management structure, office location); and

5.1.3 Revisions to pilot licensing standards or procedures including oversight systems, which may affect the basis and the scope of this agreement.

5.2 The significance of the change will be assessed by the technical agents, as needed.

5.3 Accordingly, upon notice of such changes by the FAA or EASA, the FAA or EASA may request a meeting to review the need for amendment to Annex 3 and to this TIP-L.

5.4 The FAA and EASA shall maintain a table that compares the FAA and EASA pilot licensing requirements and defines the special conditions. The FAA and EASA shall biennially update the table.

5.5 The list of contact points for the various technical aspects of the Pilot Licensing Annex, including communication of urgent issues is located in Appendix 1 to Section A of the TIP-L.

6. Training

In order to comply with the TIP-L and the requirements of Annex 3, representatives of the Technical Agents and of the AAs shall receive training which covers Annex 3, applicable special conditions and the licensing procedures contained in the TIP-L, as applicable to their situation. The training will be developed and provided by each Technical Agent for their respective personnel and personnel of AAs, as applicable.

7. Interpretations and Resolution of Issues between the FAA and EASA

- 7.1** The FAA and EASA shall address interpretations and resolve issues arising from the Agreement through consultation or any other mutually agreed means. This may include conducting and reporting on investigations upon request and obtaining and providing data where requested. Every effort shall be made to resolve the issues at the lowest possible level of the hierarchy.
- 7.2** For issues related to verification/confirmation of pilot license authenticity, the first point of contact for the AA is the FAA Civil Aviation Registry, Airmen Certification Branch (AFB-720). For the FAA, the first point of contact is the relevant AA.
- 7.3** For issues related to policy or implementation of the Agreement, Annex 3 and the TIP-L, the first point of contact for the AA is the EASA Flight Standards Directorate. For the FAA, the first point of contact is the General Aviation and Commercial Division (AFS-800). If necessary, the FAA and EASA shall consult on the resolution.
- 7.4** Issues that cannot be satisfactorily resolved between the FAA Executive Director, Flight Standards Service, and EASA's director responsible for the Flight Standards Directorate will be added to the agenda for the next formal Joint Aircrew Coordination Board (JACB) meeting for further consideration.
- 7.5** Issues that cannot be resolved by the JACB must be forwarded to the Bilateral Oversight Board for resolution. The Bilateral Oversight Board is a joint executive level group responsible for the effective functioning of the Agreement.

8. Joint Aircrew Coordination Board (JACB) Meetings

- 8.1** The JACB, under the direction of the FAA's Executive Director, Flight Standards Service, and EASA's director responsible for the Flight Standards Directorate, shall meet at least annually. The meetings should be hosted alternatively by the FAA and EASA, unless otherwise agreed by both parties. Upon the agreement of the JACB, meetings may be held via remote means.
- 8.2** Meeting attendees should include the International Program Division (AFS-50) and the General Aviation and Commercial Division (AFS-800) of the FAA and the Flight Standards Directorate of EASA, which are the offices responsible for the technical coordination of this guidance. Additional officials of the FAA, EASA, and the AAs may be asked to participate as needed to address meeting agenda items. At the discretion of

the joint leadership, staff and representatives of other appropriate organizations may also be invited to participate.

- 8.3** The host is responsible for taking the meeting minutes and recording the action items that are centrally tracked.
- 8.4** The JACB shall report unresolved issues to the Bilateral Oversight Board, and ensure the implementation of any decisions reached by the Bilateral Oversight Board.

9. Tasking/Subgroups

The JACB may charter subgroups to address specific technical issues and to make recommendations for amendment of the Annex or revisions to the TIP-L.

10. Revisions

The JACB shall review proposed revisions of TIP-L to ensure they are in compliance with the Agreement and Annex 3, and if agreed, approve revisions to this TIP-L as necessary. These revisions become effective upon signature, unless otherwise specified. If revisions to the Agreement or Annex are necessary, the proposal to revise must be elevated to the Bilateral Oversight Board for review and resolution.

11. Statistical Data

As stated in the Article 4.7.2 of Annex 3 to the Agreement, the FAA and EASA shall provide each other statistical data of the licenses issued in accordance with Annex 3 on an annual basis no later than the end of the first calendar quarter of the following year. The electronic transfer of data is preferred.

- 11.1** The statistical data mentioned above must include the number and types of licenses and ratings issued by the FAA and each respective AA. Names of pilots or license identification numbers are not to be sent.
- 11.2** The statistical data of the FAA certificates issued in accordance with Annex 3 will be sent from the Civil Aviation Registry (AFB-700) to the General Aviation and Commercial Division (AFS-800) within the FAA. The FAA shall collect the data and provide it annually to EASA.
- 11.3** The AA, who has issued pilot licenses in accordance with Annex 3, shall submit the statistical data annually to the Flight Standards Directorate of EASA. EASA shall aggregate the data and provide it annually to the FAA.
- 11.4** Rejected application data.
 - 11.4.1** If the AA does not issue a license or rating to an eligible applicant who has demonstrated compliance with the applicable EU Special Conditions, the AA shall notify and provide the reasoning of the rejection to the applicant and EASA.

If the EASA notices a trend in rejected applications for this process, it shall report those trends to the FAA.

- 11.4.2 If the FAA notices a trend in rejected applications for this process, they shall report those trends to the General Aviation and Commercial Division, AFS-800, who shall then discuss these issues with EASA.

12. Cooperation in Quality Assurance and Standardization Activities

In order to promote continued understanding and compatibility with each other's pilot licensing systems, the FAA and EASA need to consult and share information on quality assurance and standardization activities. For this purpose, the FAA and EASA shall nominate focal points who will meet and communicate on a regular basis to exchange annual schedules of inspections to allow for mutual attendance as observers in each other's activities and to discuss significant audit findings and reports as a result of these activities, when relevant to the scope of this TIP-L. They will also submit the record of such meetings and their possible recommendations, with appropriate supporting materials, to the JACB. The record of meetings will include a summary of the issues discussed, agreed-upon resolution of open issues, and open items to be discussed during the next meeting. The record will be sent to the JACB at least annually.

12.1 FAA Involvement in the EASA Standardization in EU Member States

- 12.1.1 **Regulations and Procedures.** EASA Standardization of Member States will be carried out in accordance with the Regulation (EU) No. 2018/1139 and Regulation (EU) No 628/2013, which are used to establish the EASA working methods for conducting standardization inspections within the European Union. In addition, EASA has established working procedures for implementing the above regulation. AAs shall demonstrate the effectiveness of their respective systems for the regulatory oversight of pilots, as required in 6.3.1 of Annex 3, via this standardization process.
- 12.1.2 **Access to Reports.** The EASA Flight Standards Directorate shall, upon request of the FAA, provide a summary of the inspection reports as relevant to areas pertinent to the Agreement, namely Annex I to Regulation 1178/2011 and EU Special Conditions under the conditions and according to the provisions of Article 21 of Reg. (EU) 628/2013. See paragraph 12.1.5 below for details.
- 12.1.3 **FAA Involvement as Observers.** FAA Subject Matter Experts, as designated by the Flight Standards Service, will have the right to participate as observers in the EASA Standardization Inspection. This participation is limited to observe the standardization activities only on areas pertinent to the Agreement, namely Annex I to Regulation 1178/2011 and EU Special Conditions. The inspection will be scheduled as required by Regulation (EU) No. 628/2013. The FAA will not have an active role in conducting the inspections. As observers of the Inspection Team, FAA Subject Matter Experts will follow the appropriate EASA working procedures as referred in paragraph 12.1.4 below.

12.1.4 Conduct of Inspections

- (a) EASA shall provide the EASA Standardization Inspection (SI) annual program including amendments to the FAA focal point. The EASA Approval and Standardization Directorate shall provide guidance for the inspection procedures applicable to a team carrying out a standardization inspection of an AA.
- (b) The FAA shall notify the EASA focal point in writing (email acceptable) at least two months in advance indicating which visits FAA representatives wish to attend as observers. If mutually agreeable dates/locations cannot be reached, FAA attendance may be postponed until agreement can be reached. Once dates are agreed upon, the EASA focal point shall provide the FAA focal point with the proposed itinerary and pertinent location information.
- (c) FAA observer representatives will be allowed to attend the initial and closing sessions of the respective visits, related to the scope of the Agreement.

12.1.5 Inspection Reports of AA

- (a) EASA shall monitor all AAs to ensure compliance with the Special Conditions and the terms of the Agreement.
- (b) When non-compliances relevant to the Agreement are raised against AAs in accordance with Article 13 of Regulation (EU) No. 628/2013, a summary of the EASA inspection report, upon FAA request, will be forwarded to the FAA's International Program Division (AFS-50) under the conditions and according to the provisions of Article 21 of Reg. (EU) 628/2013.
- (c) EASA shall provide AFS-50 with a summary of the annual standardization report, including a summary of all standardization inspections carried out during the year under the conditions and according to the provisions of Article 21 of Reg. (EU) 628/2013. The report and summary will be limited to those audit elements pertaining to Agreement, namely Annex I, Subpart C and G, to Commission Regulation (EU) No 1178/2011 and EU Special Conditions.

12.2 EASA Involvement in the FAA Flight Standards Evaluation Program (FSEP)

The Agreement between the United States and the European Union contains provisions for EASA's participation in FAA's internal quality assurance functions. This participation is limited to observer status for review of areas pertinent to the Agreement, namely 14 CFR parts 61 and 141, and FAA Special Conditions.

12.2.1 Schedule and Coordination. At the beginning of the fiscal year (or other agreed upon date), the FAA Flight Standards Service's Safety Risk Management Division (AFB-400) shall provide the EASA Flight Standards Directorate an

annual schedule of FAA offices selected for FAA internal audits during the next fiscal year.

12.2.2 **Process.** Once EASA has identified the audits they are going to participate in, the EASA Flight Standards Directorate shall notify the AFB-400 focal point in writing (email acceptable) at least two months in advance, indicating which visits EASA representatives wish to attend as observers. If mutually agreeable dates/locations cannot be reached, EASA attendance may be postponed until agreement can be reached. Once dates are agreed upon, the AFB-400 focal point shall provide EASA with the proposed itinerary and pertinent location information.

12.2.3 **Reports and Debriefings.** EASA observer representatives will be allowed to attend in-briefings and out-briefings at the Flight Standards District Office (FSDO) for the portions of the briefings related to this Agreement. As an option, AFB-400 may provide EASA with a summary of the audit if EASA chooses not to attend. The summary is to be provided in a time frame agreed to by EASA and the FAA. Upon request from EASA, AFB-400 should provide audit reports to document that quality audits are being conducted, including a summary showing measurement against audit standards.

12.2.4 **Annual Summary of Audits.** AFB-400 shall provide the EASA Flight Standards Directorate with an annual summary of all audits carried out during the year. The summary is to be limited to the portions of the audits pertaining to this Agreement.

12.3 Timeframe for Technical Experts Meeting

An annual meeting between FAA and EASA technical experts to review the results of the annual audits and inspections will be scheduled. The technical experts should meet at least a month prior to the JACB annual meeting.

12.4 System for Ad Hoc Mutual Assessment

In addition to Quality Assurance and Standardization activities under FAA or EASA, the parties may verify that the Agreement is being implemented in accordance with its terms and in accordance with this TIP-L, through a system of ad hoc assessments, upon the agreement of the JACB. The procedures for ad hoc assessments will be established by the JACB, as needed.

Appendix 1. Contact Information for FAA, EASA and EU Aviation Authorities

FAA	<p>International Program Division (AFS-50) https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs050/ 800 Independence Avenue, S.W. Washington, DC 20591 USA Tel: (202) 267-0962 Email: 9-AWA-AVS-AFS-050@faa.gov General point of contact to be copied on all FAA inquiries.</p>
	<p>General Aviation and Commercial Division (AFS-800) https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs800/ 800 Independence Avenue, S.W. Washington, DC 20591 USA Tel: (202) 267-1100 Email: 9-AFS-800-Correspondence@faa.gov To be contacted for airman training and certification questions.</p>
	<p>Civil Aviation Registry (AFB-700) https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afb/afb700/ P.O. Box 25082 Oklahoma City, OK 73125 USA</p>
	<p>Airman Certification Branch, (AFB-720) https://www.faa.gov/licenses_certificates/airmen_certification/contact_airmen_certification/?content_option=xjukdfxqbbjkm P.O. Box 25082 Oklahoma City, OK 73125-0082 Tel: (405) 954-3261 Email: http://registry.faa.gov/Airmenemail/AirmenEmail.aspx To be contacted for license verification questions.</p>
	<p>Regulatory Support Division (AFS-600) https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs600/ P.O. Box 25082 Oklahoma City, OK 73125 USA Tel: (405) 954-4431 Email: AFS-600-General-Correspondence@faa.gov To be contacted for testing questions.</p>

EASA	Flight Standards Directorate Postfach 10 12 53 - 50452 Cologne Germany Visiting address: Konrad-Adenauer-Ufer 3 D-50668 Cologne, Germany Tel: +49 221 8999 000 Email FCL@easa.europa.eu
Aviation Authorities of EU Member States:	Refer to EASA's website for links to the websites for individual EASA Member States www.easa.europa.eu

Section B – Procedures for the Issuance of an EU Part-FCL Private Pilot License, Instrument Rating and/or Night Rating on the Basis of an FAA Pilot Certificate and/or Instrument Rating

1. Introduction

This section of TIP-L details how a pilot certificated by the FAA at the private pilot grade or higher with privileges for the airplane category and/or instrument rating, may qualify to be licensed in accordance with EU Part-FCL for a private pilot license, instrument rating and/or night rating for the airplane category, subject to the terms of the Agreement and Annex 3.

1.1 Applicability and Conditions

- 1.1.1 These procedures apply to the holders of an FAA pilot certificate and/or instrument rating, excluding type ratings. Instrument ratings acquired through Instrument Rating Foreign Pilot (IFP) test are not subject to this agreement.

NOTE: The Sport and Recreational Pilot Certificate and Touring Motor Glider (TMG) rating is excluded from Annex 3.

- 1.1.2 Any license, certificate or rating issued by another Contracting State to the Chicago Convention which has been rendered valid by the FAA via 14 CFR § 61.75 shall not be converted into a Part-FCL license through Annex 3 of the Agreement.
- 1.1.3 Type ratings cannot currently be converted from one system to the other. Therefore, if a pilot holds an FAA type rating, privilege or endorsement for which a type rating is required according to Part-FCL, a Part-FCL type rating will not be issued in accordance with this Agreement.
- 1.1.4 The FAA airman needs to be current in accordance with applicable FAA regulations when the conversion process is initiated.

NOTE: Pilots flying under the FAA's BasicMed authorization are not eligible for conversion under Annex 3. BasicMed pilots will be required to get an FAA medical if they wish to take advantage of the Annex.
- 1.1.5 A person must not hold at any time more than one license per category of aircraft issued either in accordance with Part-FCL or under Annex 3 of the Agreement.
- 1.1.6 An EU PART-FCL license will not be reinstated through the terms of Annex 3 after being surrendered, suspended, or revoked.
- 1.1.7 An AA, upon converting an FAA pilot certificate in accordance with Annex 3, shall not require the surrender of that FAA pilot certificate.

- 1.1.8 In order to exercise the privileges of the EU Part-FCL pilot license or EU Part-FCL ratings, the pilot must meet the appropriate recency requirements according to the Commission Regulation (EU) No 1178/2011.
- 1.1.9 A pilot who is exercising the privileges of an FAA pilot certificate is required to meet the FAA currency requirements to exercise the privileges of his/her FAA pilot certificate.

1.2 Aviation Authority Responsibilities

- 1.2.1 The AA shall issue, subject to the terms of Annex 3, a private pilot license in the single-engine piston (SEP) land airplanes and multi-engine piston (MEP) land airplanes, instrument rating and/or night rating on the basis of a valid FAA private pilot or higher-grade certificate and applicable ratings.
- 1.2.2 If the AA does not issue a license or rating to an eligible applicant who has demonstrated compliance with the applicable EU Special Conditions, the AA shall notify and provide the reasoning of the rejection to the applicant and EASA.

2. Initial Conversion Process

2.1 General Requirements

- 2.1.1 The conversion process will require compliance with a variety of general and specific requirements. The general requirements are:
 - (a) In order to have a Part-FCL private pilot license PPL(A), associated class and night ratings, and/or a Part-FCL instrument rating issued on the basis of an FAA pilot certificate and/or instrument rating, the applicant must apply to an AA responsible for pilot licensing of any EU Member State. For contact information see Appendix 1 to Section A of the TIP-L.
 - (b) The application for a license or rating will be submitted in a form and manner established by the AA using the form provided in Appendix 1 to Section B of the TIP-L.
 - (c) If the applicant already holds a Part-FCL license, he/she must submit the application to the AA, which initially issued the pilot license, except when the pilot has requested a change of competent authority and a transfer of his/her licensing and medical records to that authority.

2.1.2 License Confirmation

- (a) Upon receiving an application from an FAA certificate holder, the AA shall request and receive a license confirmation from the FAA to ensure that the FAA certificate is authentic, valid, and that there is no certificate action, including the surrender, suspension, revocation or expiration of the certificate. It must also contain the details of the license, the issue dates of

the ratings, whether or not the license has been issued by another International Civil Aviation Organization (ICAO) contracting state, and the medical expiration and country of the medical. The request will be sent to Civil Aviation Registry (AFB-700). See contact information in Appendix 1 to Section A of the TIP-L. The FAA shall provide the verification to the AA with the items provided in Appendix 3 to Section B of the TIP-L.

- (b) The applicant must provide proof of the existing FAA certificate (or photocopy) to the AA issuing the license.

2.1.3 Eligibility for conversion under Annex 3

- (a) The applicant must provide the application form (see Appendix 1 to Section B) and the pilot logbook(s).
- (b) The pilots holding an FAA certificate that are already residing in an EU Member State before the applicability of Annex 3, shall prove their currency by self-declaration that is contained in the application form. The proof of residence before the applicability is determined on the basis of the applicable national regulations, as appropriate.
- (c) All other pilots holding an FAA certificate with PPL(A)/IR(A) whose ratings were issued after the applicability of Annex 3 must prove their currency through means of the self-declaration and through the FAA issued verification letter. The AA shall deem the ratings current only in the following cases:
 - for the instrument and multi-engine ratings: if the initial FAA rating has been issued within the last 12 months.
 - for the single-engine rating: if the initial FAA rating has been issued within the last 24 months.

In this case, the FAA verification letter will include the initial rating issue dates for licenses and ratings issued after the applicability of Annex 3.

- (d) Airmen who do not satisfy the conditions defined in (b) or (c) above do not qualify for conversion under the terms of Annex 3.
- (e) An FAA pilot does not need to meet the currency requirements to carry passengers prior to initiating the application process (for example, 14 CFR § 61.57(a) and (b) need not be met).
- (f) The applicant's FAA medical certificate must be current (according to 1.1.4 above), and a valid EU medical certificate is required.

2.1.4 Issue of the License and/or Rating and Record-Keeping

- (a) Upon receiving an application for the issue of a license or rating and any supporting documentation, the AA shall verify whether the applicant meets the applicable requirements. When satisfied that the applicant meets the applicable requirements of Annex 3, the AA shall issue the Part-FCL license and/or rating.
- (b) The AA shall include the records of the application and supporting documentation into its record-keeping system according to the record-keeping requirements of Annex VI (Part-ARA) to Commission Regulation (EU) No 1178/2011.

2.1.5 Demonstration of the Theoretical Knowledge to an Examiner

- (a) In the case when the applicant is demonstrating to the examiner before the skill test that he/she has acquired an adequate level of required theoretical knowledge, the examiner should follow the guidance provided in Appendix 2 to Section B of the TIP-L and verify the logbook of the candidate.
- (b) The demonstration should be completed before the flight and should cover all the subjects and learning objectives of the theoretical knowledge as detailed in the Appendix 2 to Section B of the TIP-L.
- (c) After a successfully completed demonstration, the examiner will provide a written confirmation that the applicant has demonstrated an adequate level of required knowledge. This confirmation will be marked in the skill test form and logbook as established by the AA.
- (d) If the demonstration reveals a lack in theoretical knowledge, the flight will not be conducted and the skill test is failed. This failed skill test shall be written in the candidate's logbook and the skill test report with the fail endorsed will be sent to the AA.
- (e) If the applicant has failed to pass the demonstration of the theoretical knowledge after 2 attempts, he/she must undertake appropriate theoretical knowledge training at an ATO or DTO, as applicable, in accordance with Commission Regulation (EU) No 1178/2011. The extent and scope of the training needed will be determined by that training organization, based on the needs of the applicant. After the completion of such training, the level of theoretical knowledge will be completed by written examination under the responsibility of an AA.

2.1.6 Pilot Training (when additional training is required)

- (a) When the applicant needs to complete training in order to fulfill the requirements in paragraphs 2.2.6 and 2.3 below, the flight instruction will be

completed in a training organization, according to Part-ORA or PART-DTO, as applicable. The flight instruction will be documented in a specific training record and signed by the instructor(s) who provided the training. Should the training be conducted in the EU system, the instructor will be qualified in accordance with Commission Regulation (EU) No 1178/2011.

- (b) The training record must at least specify the aircraft type and registration used for the training, the number of flights, the total amount of flight time under instruction and, if applicable, instrument flight time under instruction. It must also specify all the exercises completed during the training by using the syllabi contained in Commission Regulation (EU) No 1178/2011.
- (c) The training organization having provided the training should keep the training records containing all the details of the flight training given for a period of at least 3 years after the completion of the training.
- (d) The airplane used for the flight time under instruction provided must be:
 - (i) Fitted with primary flight controls that are instantly accessible by both the student and the instructor (for example dual flight controls or a center control stick). Swing-over flight controls should not be used;
 - (ii) Suitably equipped to simulate instrument meteorological conditions (IMC); and
 - (iii) Registered in an ICAO Contracting State in accordance with ICAO SARPs and match the definition and criteria of the respective Part-FCL aeroplane category.

2.2 Private Pilot License - Eligibility Requirements

A person who holds a valid FAA pilot certificate in the airplane category and wishes to apply for a Part-FCL private pilot license for airplanes must meet the applicable requirements of Annex 3 and this Section.

2.2.1 Medical Certificate

The applicant must meet the relevant EU medical requirements as stipulated in Commission Regulation (EU) No 1178/2011 for the privileges sought by the applicant and obtain a European medical certificate. The medical certificate must be at least class 2 and appropriate to the license and ratings to be requested.

2.2.2 Language Proficiency

- (a) The applicant must demonstrate or provide evidence that he/she has acquired language proficiency in accordance with FCL.055 unless the applicant holds an 'English proficient' endorsement on his/her FAA pilot certificate. The 'English proficient' endorsement is deemed to be equal to

English language proficiency level 4 according to Part-FCL. The validity period for English language proficiency level 4 will start from the date of the last documented flight review.

- (b) If the applicant wishes to have English language proficiency level 5 or 6 endorsed on his/her license under Part-FCL, he/she needs to follow the method of language assessment established by the AA in accordance with FCL.055.

2.2.3 Theoretical Knowledge

The applicant must demonstrate to the examiner before the skill test that he/she has acquired an adequate level of theoretical knowledge of 'Air law' and 'Communication' at the private pilot level according to paragraph 2.1.5 and Appendix 2 to Section B of the TIP-L.

2.2.4 Methods of Verifying FAA Pilot Currency

- (a) The applicant will provide the application form (see Appendix 1 to Section B) and a pilot logbook(s) to the AA to demonstrate his/her currency for the FAA pilot certificate.
- (b) The currency, as defined in Annex 3, will be verified by the verification letter from the FAA providing the issue date of the ratings as defined in paragraphs 2.1.2 and 2.1.3.
- (c) If an AA is unable to verify an applicant's currency through the documentation that is provided by the applicant, the AA should consult the date of issuance on the verification letter provided by the FAA registry (See paragraph 2.1.3 (c), above). If an AA has a question concerning the contents of the verification letter, the AA should contact the FAA Airmen Certification Branch (AFB-720) via email or by phone, as listed in Section A of this TIP- L for clarification.

2.2.5 Skill test

- (a) The applicant must pass the skill test in accordance with the requirements of Regulation EU No 1178/2011 as written in FCL.235, and FCL.725 and the relevant Appendix, with a Part-FCL flight examiner FE (A), who has privileges to conduct skill tests for the issue of the PPL(A) or single-pilot MEP land class rating, as applicable.
- (b) Before the skill test is taken, the applicant must have passed the demonstration of required theoretical knowledge in accordance with paragraph 2.1.5 of this Section; completed the relevant flight training, if applicable; and fulfilled the relevant experience requirements as stated in this TIP-L. The records of training and experience, including a pilot logbook, will be made available to the examiner.

- (c) The applicant must complete the skill test on the same class of airplane (i.e., SEP land or MEP land) for which he/she is seeking for a class rating.
- (d) If the applicant already holds a privilege to act as a pilot on a SEP land airplane on his/her FAA certificate and he/she applies for both the multi-engine and SEP land class ratings, the skill test on MEP land airplane also covers the skill test on SEP land airplane.

2.2.6 Single-Pilot Multi-engine Piston Class Rating (MEP Land)

- (a) The applicant for a single-pilot MEP land class rating shall hold class privileges in airplane multi-engine land (MEL) on his/her FAA certificate.
- (b) In addition to the requirements in paragraphs 2.2.1 through 2.2.5 above, the applicant must provide evidence that he/she has acquired the minimum training and flight experience on MEP land airplanes as required in Part-FCL Subpart H.
- (c) The training and flight experience may be completed either in the FAA system or in the EU Part-FCL system or in combination of both. The applicant shall provide evidence of the training and experience in the form and manner established by the AA.
- (d) The prior training and flight experience of the applicant will be credited as follows:
 - (i) Flight experience of 70 hours as pilot in command (PIC) on airplanes may have been gained either in the FAA system or in the EU Part-FCL system or in combination of both.
 - (ii) Theoretical knowledge examination and at least 7 hours of theoretical knowledge instruction in multi-engine airplane operations may be fulfilled with similar theoretical knowledge in the FAA system. Applicants who hold either a valid FAA flight instructor certificate with multi-engine privileges or a valid FAA multi-engine type rating may be deemed as having completed the theoretical knowledge portion.
 - (iii) The requirement of at least 2 hours and 30 minutes of dual flight instruction under normal conditions of single-pilot MEP airplane operations, and not less than 3 hours 30 minutes of dual flight instruction in engine failure procedures and asymmetric flight techniques may be fulfilled with similar dual instruction exercises in the FAA system or with similar flight experience as PIC on single-pilot MEP airplanes.
 - (iv) The applicant who has not fulfilled the theoretical knowledge and flight training requirements as stated in (i) through (iii) above in the FAA system, will complete the missing training at the DTO or ATO in accordance with Commission Regulation (EU) No 1178/2011.

- (e) The Part-FCL single-pilot MEP class rating may be issued at the same time with the Part-FCL pilot license in accordance with the license conversion process described in this Section, or the rating may be added to an existing Part-FCL license, provided that the applicable requirements are fulfilled.

2.3 Night Rating – Eligibility Requirements

2.3.1 General

- (a) A person who holds a valid FAA pilot certificate for airplanes without a limitation regarding night flying privileges and wishes to apply for the Part-FCL night rating for airplanes must meet the relevant requirements stated in Annex 3 and in this Section.
- (b) The absence of a night flying limitation on an FAA pilot certificate means that the FAA has found the person qualified to operate an aircraft during the time between the end of evening civil twilight and the beginning of morning civil twilight, as published in the Air Almanac, converted to local time (reference night definition in 14 CFR part 1, § 1.1).
- (c) The Part-FCL night rating may be issued at the same time with the Part-FCL pilot license in accordance with the license conversion process described in this Section, or the rating may be added to an existing Part-FCL license, provided that the applicable requirements are fulfilled.

2.3.2 Medical Certificate

The applicant must fulfill the requirement in paragraph 2.2.1 above.

2.3.3 Flight Training and Experience

- (a) The applicant for the Part-FCL night rating must have fulfilled at least 5 hours of flight time in the airplane category at night, including:
 - (i) At least 3 hours of dual instruction, and
 - (ii) At least 1 hour of cross-country navigation with at least one dual cross-country flight of at least 50 km (27 NM) and 5 solo take-offs and 5 solo full-stop landings.
- (b) The flight training and experience may be completed either in the FAA system or in the EU Part-FCL system or in combination of both. The applicant will provide evidence of the training and experience in the form and manner established by the AA.
- (c) The applicant, who has not fulfilled the training and flight experience requirements as stated in 2.3.3(a)(i) through (a)(ii) above in the FAA

system, will complete the missing training at the DTO or ATO in accordance with Commission Regulation (EU) No 1178/2011.

2.4 Instrument Rating – Eligibility Requirements

2.4.1 General

- (a) A pilot who holds a valid FAA instrument rating for airplanes and who wishes to apply for the Part-FCL instrument rating for airplanes must meet the relevant requirements stated in Annex 3 and in this Section.
- (b) The Part-FCL instrument rating may be issued at the same time with the Part-FCL pilot license in accordance with the license conversion process described in this Section, or the rating may be added to an existing Part-FCL license, provided that the applicable requirements are fulfilled.

2.4.2 Medical Certificate

The applicant must meet the relevant EU medical requirements as stipulated in Commission Regulation (EU) No 1178/2011 for the privileges sought by the applicant and obtain a European medical certificate. The medical certificate must be at least class 2 including the provisions for an instrument rating and appropriate to the license and other ratings to be requested.

2.4.3 Language Proficiency

The applicant must fulfill the requirement in paragraph 2.2.2 above.

2.4.4 Theoretical Knowledge

- (a) The applicant must demonstrate theoretical knowledge of ‘Air law’ and ‘Flight planning and monitoring’ and ‘Communication’ at the instrument rating level.
- (b) If the applicant has a minimum experience of at least 50 hours of flight time under Instrument Flight Rules (IFR) as PIC on airplanes, he/she will demonstrate to the examiner before the assessment of instrument flying skills that he/she has acquired an adequate level of the required theoretical knowledge. The demonstration will be completed according to paragraph 2.1.5 and Appendix 2 to Section B of the TIP-L.
- (c) In all other cases, the demonstration of the level of theoretical knowledge will be completed by written examination under the responsibility of an AA.
- (d) The written examination referred to in paragraph 2.4.4(c) above will be completed as follows:

- (i) The examination will comprise of multiple-choice questions selected from the European Central Question Bank (ECQB) according to the theoretical knowledge procedures stated in the Part-ARA (number of questions per subject and examination time) and corresponding AMC/GM material for modular IR(A), completed according to FCL.625 and Annex 6 Section A to Part-FCL.
- (ii) A pass in an examination will be awarded to the applicant achieving at least 75% of the marks. There is no penalty marking.
- (iii) The applicant has successfully completed the required theoretical knowledge examination when he/she has passed the examination within the 24-calendar-month period preceding the month of application.
- (iv) If the applicant has failed to pass the examination within 4 attempts, he/she must undertake appropriate theoretical knowledge training at a training organization (ATO) approved in accordance with Commission Regulation (EU) No 1178/2011. The extent and scope of the training needed will be determined by that ATO, based on the needs of the applicant.
- (v) The AAs follow strict security procedures to avoid test compromise. If the AA finds that the applicant is not complying with the examination procedures during the examination, this will be assessed with a view to failing the applicant, either in the examination of a single subject or in the examination as a whole. The AA shall ban applicants who are proven to be cheating from taking any further examination for a period of at least 12 months from the date of the examination in which they were found cheating.
- (e) If the applicant is applying for both private pilot license and instrument rating according to Annex 3, he/she needs to demonstrate the level of theoretical knowledge for both private pilot license (see 2.1.5, above) and instrument rating, as stated in this TIP-L.

2.4.5 Methods of Verifying FAA Pilot Instrument Currency

- (a) The applicant will provide the application form and a logbook(s) to the AA to demonstrate his/her currency for the held FAA pilot certificate.
- (b) The currency must be verified by the verification letter from the FAA providing the issue date of the ratings.
- (c) If an AA is unable to verify an applicant's currency through the documentation that is provided by the applicant, the AA should consult the date of issuance on the verification letter provided by the FAA registry (See paragraph 2.1.3 (c), above). If an AA has a question concerning the contents of the verification letter, the AA should contact the FAA Airmen

Certification Branch (AFB-720) via email or by phone, as listed in Section A of this TIP- L for clarification.

2.4.6 Skill Test

- (a) The applicant must pass the skill test with a qualified Part-FCL IRE (A) according to Appendix 7 and, if necessary Appendix 9 to Commission Regulation (EU) No 1178/2011.
- (b) Before the skill test is taken, the applicant must have demonstrated an adequate level of required theoretical knowledge according to paragraph 2.4.4 above; completed the relevant flight training, if applicable; and fulfilled the relevant experience requirements as stated in this TIP-L. The records of training and experience, including a pilot logbook, will be made available to the examiner.
- (c) For an IR(A) for MEP land airplane, the applicant must complete the skill test in a MEP airplane. For an instrument rating for SEP land airplane, the applicant must complete the skill test in a SEP aircraft. If the applicant already holds class privileges in airplane SEP and MEP land on his/her FAA certificate and he/she applies for the Part-FCL instrument rating for both the MEP land and SEP land airplanes, a successful skill test in a MEP land airplane will also meet the requirements for the skill test on SEP land airplanes, as written in point FCL.620(c) of EU Regulation 1178/2011.
- (d) If the applicant is applying for both private pilot license and instrument rating according to Annex 3, the skill test may be combined, as long as all the requested items will be completed. In this case, the combined skill test will be flown with a qualified Part-FCL examiner, as stated in paragraphs 2.2.5 and 2.4.6(a) of this Section.

2.4.7 Instrument Rating for Single-Pilot MEP Land Airplanes

- (a) The applicant for an instrument rating for single-pilot MEP land airplanes must hold a Part-FCL MEP land class rating or be issued a Part-FCL MEP land class rating in accordance with Annex 3 (see 2.2.6 (e) in Section B of the TIP-L).
- (b) In addition to other requirements under paragraphs 2.4.1 through 2.4.6 the applicant must provide evidence that he/she has acquired the minimum instrument training on multi-engine airplanes to meet the requirements of Appendix 6 to Part-FCL. The training may be replaced by similar instrument flight experience as PIC on single-pilot MEP airplanes, as specified below.
- (c) The training and flight experience may be completed either in the FAA system or in the EU Part-FCL system or in combination of both. The

applicant will provide evidence of the training and experience in a form and manner established by the AA.

- (d) The prior instrument flight training and flight experience of the applicant may have been gained either in the FAA system or in the EU Part-FCL system or in combination of both.
 - (i) The requirement of instrument flying training, as stated in the Section A of Appendix 6 to Part-FCL, may be fulfilled in the FAA system with a similar amount of instrument flight experience as PIC on multi-engine airplanes after initial issue of the IR(A) rating.
 - (ii) The applicant, who has not fulfilled the flight experience requirements as stated in (i) above in the FAA system, will complete the missing training at an ATO approved to do so in accordance with Commission Regulation (EU) No 1178/2011.

2.4.8 Acclimatization Flying

- (a) The applicant for an instrument rating for single-pilot single-engine or single-pilot multi-engine land airplanes does not need to complete acclimatization flying, if he/she has:
 - (i) Prior experience of at least 50 hours of flight time under IFR as PIC on airplanes gained after initial issue of the IR(A); or
 - (ii) Prior experience of at least 10 hours of flight time under IFR as PIC on airplanes in any of the EU Member States or any European State that participates in EASA (in accordance with art. 129 of Regulation (EU) No 2018/1139), gained after initial issue of the IR(A).
 - (iii) The instrument flight time on airplanes, during which a pilot has been piloting an aircraft solely by reference to instruments and without external reference points, gained after initial issue of the IR, will be credited towards the flight time under IFR requirements in points 2.4.8(a)(i) and (ii) by having the pilot log the time spent under an IFR clearance in his/her logbook and certifying this with their signature.
- (b) When applicable, the acclimatization flying will be completed as follows:
 - (i) The flying exercises will be based on the modular IR(A) flying training syllabus established in Appendix 6 Section A to Part-FCL.
 - (ii) The amount of flying exercises needed to reach the level of proficiency as prescribed in Appendix 7 and Appendix 9 to Part-FCL necessary to safely operate the aircraft will be decided by a training organization approved in accordance with Commission Regulation (EU) No 1178/2011.

- (iii) The acclimatization flying will be completed within a training organization approved in accordance with Commission Regulation (EU) No 1178/2011 in one of the Member States before the skill test is taken.

3. Revalidation and Renewal of the Ratings

The revalidation and renewal of the ratings and the language proficiency endorsements associated with the Part-FCL license issued according to Annex 3 must be conducted according to relevant Part-FCL rules.

4. Conversion of Additional Ratings after Initial Conversion

- 4.1** Additional ratings which are in the scope of Annex 3 can be included on the Part-FCL license after the initial conversion. The applicant needs to fulfil the relevant requirements for the rating.
- 4.2** All ratings which are outside of the scope of Annex 3 will be issued according to Commission Delegated Regulation (EU) 2020/723, as amended..

5. Appeal and Conflict Resolution

There is no right of appeal to the FAA against the decision by an AA to limit, suspend or revoke any EU Part-FCL pilot license.

Appendix 1. Application Form

(Available from the Aviation Authorities)

PART-FCL LICENCE APPLICATION FORM			
It is required that this form be filled and signed by the candidate			
The first part of this form needs to be filled in with the details of the FAA airman certificate and its endorsements. These items will be verified in consultation with FAA. The second part concerns the application for the EU licence itself.			
PART 1: FAA Airman status			
ITEM	ICAO ANNEX 1	DESCRIPTION	In accordance with the Chicago Convention on International Civil Aviation, Article 29,c); 32,a); 40; and Annex 1 to the Convention, para 1.2.1.
1	(i)	State of licence issue	<i>USA</i>
2	(ii)	Category/Class of FAA certificate	<i>AEROPLANES:</i> <input type="checkbox"/> <i>PPL</i> <input type="checkbox"/> <i>CPL</i> <input type="checkbox"/> <i>ATPL</i>
3		Licence issue date	<i>Dd/mm/yyyy</i>
4	(iv)	Full name (Last and first names)	<i>LAST NAME, First name</i>
5	(iv a)	Date of birth (dd/mm/yyyy), or National ID number	<i>Dd/mm/yyyy</i> [PII not provided by FAA in airman verification process. The applicant must provide.]
6	(xiv)	Other detail (for example <i>Place of birth</i>)	<i>Optional</i> [PII not provided by FAA in airman verification process. The applicant must provide.]
7	(v)	Address: - Permanent address: - Postal address:	[PII not provided by FAA in airman verification process. The applicant must provide.]

8		Contact details: - Email: - Phone number:	<i>Personal contact details</i> <i>[PII not provided by FAA in airman verification process. The applicant must provide.]</i>	
9	(vi)	Nationality	<i>Dutch</i> <i>[PII not provided by FAA in airman verification process. The applicant must provide.]</i>	
10	(viii)	Issuing authority (conditions under which the licence was issued, where necessary)	FAA	
11	(xii)	Valid and non-expired ratings/privileges and certificates held (Only Class or Instrument ratings)	Ratings and certificates	Issue date (dd/mm/YYYY)
			SEL	xx/xx/xxxx
<i>12.. Expired ratings: N/A</i>				
13	(xiii)	Remarks, i.e., special endorsements relating to limitations, restrictions and endorsements for privileges (e.g.: language proficiency level and validity (English, others))	<i>Special endorsements:</i>	
			<i>Last Flight Review in English (for language request)</i>	<i>Date (dd/mm/yyyy):</i>
<i>14. Details on completion of theoretical-knowledge or flight instruction, theoretical-knowledge examination or skill test in other Member States, if applicable : N/A</i>				
15		Past or pending enforcement action*	Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please give details on a separate page.)	

16		Is the licence in point 2 a validation issued by the FAA on the basis of a licence issued by another Contracting State to the Chicago Convention.**	Yes <input type="checkbox"/> No <input type="checkbox"/> (Please add details hereunder)
17		Initial PART-MED medical certificate:	Date of issue: xx/xx/xxxx Date of examination: xx/xx/xxxx Class:

* Item 15 specify if there is a current investigation into the medical certificate and licence, or suspension or revocation thereof.

** Item 16: e.g. has it been rendered valid according 1.2.1 of Annex 1 of the Chicago Convention?

PART 2: Application for PART-FCL licence

I, _____ (last name, first name) hereby apply for a PART-FCL licence or rating.

Type of licence applied for: Private Pilot licence - Aeroplanes: None

Rating's applied for: SEP(L) MEP(L) Night Rating IR(A) for SE IR(A) for ME

Holder of a PART-FCL licence: Yes: No

In case of holder of a PART-FCL Licence:

- a) Part-FCL license number:
- b) Type of license:
- c) State of license issue:

Have you passed the EU theoretical-knowledge or flight instruction, theoretical-knowledge examination or skill test in another EU Member State then this one? Yes: No

If yes, please indicate which country: Theoretical Knowledge Examination: _____

Flight instruction: _____

Skill Test: _____

I hereby declare, that I have not submitted any other request to another competent authority of a Member State of EASA.

I do not hold any PART-FCL, Part-BFCL or Part-SFCL in any other Member State of EASA.

I have never held any personnel license, certificate, rating, authorization or attestation with the same scope and in the same category issued in another Member State which was revoked or suspended in any other Member State.

I have fully reviewed the [insert reference to competent authority's information material published] and have submitted all of the necessary paperwork for my application to be considered.

I hereby declare that the information provided on this application form is true, complete and correct to the best of my belief and knowledge. I understand that in accordance with [add reference to national legislation], it is an offence to [describe the offence in accordance with national legislation e.g. to make any false representation with the intent to obtain a license], which is punishable by [add reference to the penalties applicable in accordance with national legislation].

I hereby declare, through my signature below, that I authorize the FAA to verify the contents of this applicant from information derived from my airmen record maintained by the FAA in accordance with the Privacy Act, under Privacy Act System of Record, Aviation Record on Individuals, SORN 847.

Signature of the applicant and Date of application:

Attachments:

- a) Originals or copies of:
 - FAA pilot certificate
 - valid medical certificates (FAA and EU-Part MED)
 - passport or equivalent proof of identity
 - Logbook to show other relevant information, e.g. experience, the last flight review, the training performed
 - Skill test form
- b) Written documentation to demonstrate the currency as stated in (11) above
- c) Any other documents as requested by the AA.

Any incorrect information could disqualify the applicant from being granted a personnel licence, certificate, rating, authorisation or attestation. In case of doubts, the competent authority should contact the competent authority of the Member State where the applicant may have previously held any personnel licence, certificate, rating, authorisation or attestation or contact the FAA for any further information.

Appendix 2. Demonstration of Theoretical Knowledge

I Demonstration of Theoretical Knowledge for the PPL(A)

The examiner should use the syllabus of theoretical knowledge for the PPL(A) as stated in AMC1 FCL.210; FCL.215 to Commission Regulation (EU) No 1178/2011 as a basis for the examination.

The examination should last between 30 and 60 minutes.

At least one question for each of the following items should be asked:

(1) Subject: Air Law and ATC Procedures

The differences of national law to relevant ICAO Annexes and relevant EU regulations should be emphasized.

- (a) The Convention on International Civil Aviation (Chicago) Doc. 7300/6.
- (b) Airworthiness of aircraft (ICAO Annex 8).
- (c) Aircraft nationality and registration marks (ICAO Annex 7).
- (d) Personnel licensing (ICAO Annex 1).
- (e) Rules of the air (ICAO Annex 2).
- (f) Procedures for air navigation (PANS Ops).
- (g) Air Traffic Management (ICAO Annex 11- DOC 4444).
 - Special emphasis on: classification of airspace; general provisions for air traffic services; and procedures related to emergencies, communication failure and contingencies.
- (h) Aeronautical information service (ICAO Annex 15).
 - Special emphasis on: essential definitions; AIP, NOTAM, AIRAC and AIC.
- (i) Aerodromes (ICAO Annex 14, Volumes 1 and 2).
 - Special emphasis on: emergency and other services.
- (j) Search and rescue (ICAO Annex 12).
 - Special emphasis on: essential definitions; procedures for a PIC at the scene of an accident; procedures for a PIC intercepting a distress transmission.
- (k) Security (ICAO Annex 17).

- (1) Aircraft accident investigation (ICAO Annex 13).
- (2) Subject: Communication
 - (a) Definition.
 - (b) General operating procedures.
 - (c) Relevant weather information terms (VFR).
 - (d) Action required to be taken in case of communication failure.
 - (e) Distress and urgency procedures.
 - (f) General principles of VHF propagation and allocation of frequencies.

II Demonstration of Theoretical Knowledge for the Instrument rating

The examiner should use the syllabus of theoretical knowledge corresponding AMC/GM material for modular IR(A) / CB-IR(A) according FCL.625 and Appendix 6 Section Aa of Part-FCL as a basis for the examination.

The examination should last between 30 and 60 minutes.

As a guidance for applicant's knowledge evaluation in subjects 'Air law', 'Flight planning and monitoring' and 'Communications', examiner is encouraged to use topics set out in the GM1 to Appendix 6 Modular training courses for the IR(A) and Amendment 8 or later in AMC/GM material of PART-FCL, respectively.

Appendix 3: Examples of FAA Verification Letters

Example of the Verification Letter:



Example of Verification Letter with Date of Issuance Information:



U.S. Department
of Transportation
**Federal Aviation
Administration**

Aviation Safety

P.O. Box 25082
Oklahoma City, Oklahoma 73125-0082
WEB Address: <http://registry.faa.gov>

April 16, 2020

MR JOHN DOE
CIVIL AVIATION AUTHORITY
CITY
COUNTRY

DEAR JOHN DOE,

OUR OFFICE HAS RECEIVED A REQUEST FROM YOUR OFFICE REQUESTING VERIFICATION OF THE BELOW NAMED AIRMAN'S CERTIFICATE AND RATINGS.

OUR RECORDS SHOW THAT JOHN SMITH WAS ISSUED PRIVATE PILOT CERTIFICATE 001234567 WITH RATINGS AIRPLANE MULTIENGINE LAND, INSTRUMENT AIRPLANE, ISSUED 04/01/2020.

THE ORIGINAL DATES OF ISSUE OF THE RATINGS ARE AS FOLLOWS:

RATING	ISSUE DATE
AIRPLANE MULTIENGINE LAND	MARCH 10, 2020
INSTRUMENT AIRPLANE	APRIL 01, 2020

THIRD CLASS MEDICAL DATED 03/21/2020. MUST WEAR CORRECTIVE LENSES.

A COPY OF YOUR LETTER HAS BEEN REFERRED TO THE FLIGHT STANDARDS REGULATORY SUPPORT DIVISION, AVIATION DATA SYSTEMS BRANCH FOR THEIR DIRECT REPLY REGARDING ACCIDENT, INCIDENT AND ENFORCEMENT INFORMATION.

IF YOU REQUIRE FURTHER ASSISTANCE, PLEASE CONTACT THE AIRMEN CERTIFICATION BRANCH AT (405) 954-3261, FAX AT (405) 954-4105 OR EMAIL AT 9-AMC-AFS760-AIRMEN@FAA.GOV.

SINCERELY,

MANAGER, AIRMEN CERTIFICATION BRANCH

Section C – Procedures for the Issuance of an FAA Private Pilot Certificate and/or Instrument Rating on the Basis of an EU Part-FCL Pilot License, Instrument Rating and/or Night Rating

1. Introduction

This section of the Technical Implementation Procedures for Pilot Licensing (TIP-L) details how a pilot licensed in accordance with EU Part-FCL at the private pilot level or higher in the airplane category and with the following ratings: instrument rating, and/or night rating, may qualify to be certificated in accordance with 14 CFR part 61 as an FAA private pilot – airplane category and/or instrument rating, subject to the terms of the Agreement and Annex 3.

1.1 Applicability and Conditions

- 1.1.1 These procedures are available to the holders of an EU Part-FCL pilot license, including night rating and/or instrument rating, for the single-pilot single-engine piston (SEP) land airplanes and/or for single-pilot multi-engine piston (MEP) land airplanes, excluding type ratings.

NOTE: The Sport and Recreational Pilot Certificate and Touring Motor Glider (TMG) rating is excluded from Annex 3.

- 1.1.2 Aircraft type ratings cannot currently be converted from one system to the other. Therefore, if a pilot holds an EU Part-FCL type rating for which an endorsement is required according to 14 CFR part 61, the privileges of the type rating will not be issued in accordance with this Agreement.
- 1.1.3 The EU Part-FCL pilot license and/or associated ratings must be valid prior to initiating the conversion process. Expired ratings may not be converted under any circumstances.
- 1.1.4 A person may credit flight training toward the requirements of an FAA private pilot certificate or rating, if that person received the training from an EASA Part-FCL flight instructor outside the United States under 14 CFR § 61.41(a)(2).
- 1.1.5 An FAA pilot certificate will not be reinstated through the terms of Annex 3 after being surrendered, suspended, or revoked.
- 1.1.6 Any license or rating issued by another Contracting State to the Chicago Convention which has been rendered valid by an AA according to Section A of Annex III to Commission Regulation (EU) No 1178/2011 will not be converted into an FAA pilot certificate through Annex 3 of the Agreement. Rendering a license valid is the action taken by a Contracting State, as an alternative to issuing

its own license, in accepting a license issued by any other Contracting State as the equivalent of its own license as defined by ICAO Annex 1.

- 1.1.7 The FAA, upon converting an EU Part-FCL pilot license in accordance with Annex 3, shall not require the surrender of that EU Part-FCL pilot license.
- 1.1.8 A pilot who is exercising the privileges of an FAA pilot certificate is required to meet the FAA currency requirements to exercise the privileges of his/her FAA pilot certificate.
- 1.1.9 A pilot who is exercising the privileges of an EU Part-FCL pilot license is required to meet the relevant recency requirements to exercise the privileges of his/her EU Part-FCL pilot license.

1.2 FAA Responsibilities

The FAA shall issue subject to the terms of Annex 3, a private pilot certificate and/or instrument rating on the basis of an EU Part-FCL private pilot or higher grade license and applicable valid ratings.

2. Initial Conversion Process

2.1 General Requirements

- 2.1.1 The conversion process will require compliance with a variety of general and specific requirements. The general requirements are:
 - (a) In order to apply for an FAA private pilot certificate with the associated category/class (airplane single-engine land and/or airplane multi-engine land) and/or instrument rating issued on the basis of an EU Part-FCL pilot license and/or instrument rating, the applicant must apply with the FAA as described in Appendix 1 to Section C of the TIP-L under 14 CFR § 61.13(a).
 - (b) If an applicant already holds an FAA issued pilot certificate (other than one issued on the basis of a foreign license) and wishes to utilize Annex 3 for the conversion of a rating, the process described in Appendix 1 to Section C of the TIP-L must be utilized.
- 2.1.2 Valid Pilot License and Ratings
 - (a) The FAA must ensure the applicant holds a valid EU Part-FCL pilot license and ratings by verifying the Part-FCL pilot license with FAA Form 8060-71, Verification of Foreign License, and Medical Certification, as described in Appendix 1 to Section C of the TIP-L below. The EU medical certificate needs to be valid and the applicant needs to hold an FAA medical certificate.

- (b) Upon receiving the Form 8060-71 from an EASA license holder, the FAA shall request and receive a license verification from the AA to ensure that the EU license is authentic, valid, and that there is no current investigation of the airmen license, nor suspension or revocation of the license.
- (c) Prior to initiating the application process, a Part-FCL pilot does not need to meet the recency requirements to carry passengers (for example, FCL.060 does not need to be met).
- (d) In order to be issued an FAA private pilot certificate in the airplane category multi-engine land class rating, the pilot needs to hold a valid MEP class rating on his/her Part-FCL pilot license. Since the type ratings are excluded from Annex 3, a valid Part-FCL pilot type rating for multi-engine airplanes does not fulfill the requirement above.
- (e) In order to be issued an FAA private pilot certificate in the airplane category multi-engine land class and instrument rating, the pilot needs to hold both a valid MEP class rating and an IR(A) rating on his/her Part-FCL license. Since the type ratings are excluded from Annex 3, a valid Part-FCL type rating for multi-engine aircraft and an instrument rating does not fulfill the requirement above.

2.1.3 Knowledge Test Requirement

- (a) As per 14 CFR § 61.103(e), the FAA shall require all original applicants to present a valid, unexpired knowledge test report with a minimum passing grade of 70% at the time of application as indicated in Appendix 1 to Section C of the TIP-L. A knowledge test report is valid for 24 calendar-months. The knowledge test will only be available in the English language.
- (b) Examinations will be administered through a computer-based format.
- (c) Questions for the knowledge test will address specific United States requirements relating to:
 - (i) Rules and regulations relevant to the holder of an FAA pilot certificate and/or instrument rating;
 - (ii) Rules of the air/airspace; and,
 - (iii) Appropriate air traffic services practices, communications, and emergency procedures.
- (d) An applicant will not be permitted to begin a knowledge test without providing proper identification to the testing center proctor. The following are proper forms of identification (14 CFR § 61.35(a) (3)):

- (i) For U.S. citizens and resident aliens: driver's license, government identification card, passport, alien residency card, and military identification card; and,
 - (ii) For non-U.S. citizens, a passport in addition to one or more of the following: driver's license, government identification card and/or military identification card.
- (e) The FAA follows strict security procedures to avoid test compromise. If an applicant is suspected of cheating, the test will be terminated. An FAA investigation will then be conducted. If the investigation determines that cheating or unauthorized conduct has occurred, then any FAA airman certificate or rating that is held by the applicant may be revoked. The applicant will be prohibited for 1 year, from the date of committing the act, from applying for or taking any test for a certificate or rating under 14 CFR § 61.37.
- (f) If the applicant receives a grade lower than 70% and wishes to retest, the applicant must present the following:
- (i) Failed Airman Knowledge Test Report; and
 - (ii) Written endorsement from an FAA-authorized instructor certifying that additional instruction has been given, and the instructor has found the applicant competent to pass the test.
- (g) If the applicant decides to retake the test in anticipation of a better score, the applicant may retake the test after 30 days from the date the last test was taken. The FAA shall not allow an applicant to retake a passed test before the 30-day period has lapsed. Prior to retesting, the applicant must provide a valid, unexpired knowledge test report to the test administrator. The last test taken will reflect the official score.
- (h) If the knowledge test report has expired, the applicant must present the expired test report (pass or fail), provided the original knowledge test report remains in the applicant's possession.

2.2 Private Pilot Certificate – Eligibility Requirements

2.2.1 General

- (a) The FAA will not issue an FAA private pilot certificate in the airplane category single-engine land and/or multi-engine land class to a person who holds a valid Part-FCL pilot license for airplanes with a single-pilot SEP land and/or single-pilot MEP land class rating unless the applicable requirements of Annex 3 and this Section are met.

- (b) An applicant for an FAA private pilot certificate in the airplane category multi-engine land class must have fulfilled the minimum aeronautical experience requirements under 14 CFR § 61.109.

2.2.2 Language Proficiency

The applicant must demonstrate as per FAA AC 60-28, *FAA English Language Standard for an FAA Certificate Issued Under 14 CFR Parts 61, 63, 65, and 107*, (as amended) or provide evidence that he/she has acquired English language proficiency. If the applicant holds a Part-FCL English language proficiency endorsement at level 4 or higher it must be deemed to be equal to the 'English Proficient' endorsement for FAA pilot certification. (14 CFR § 61.103(c))

2.2.3 Medical Certificate

The applicant must meet the appropriate medical certificate requirements prescribed in 14 CFR § 61.39.

2.2.4 Knowledge Test

The applicant must pass a knowledge test appropriate for the FAA certificate and/or rating sought, as described in paragraph 2.1.3 above. (14 CFR § 61.103(e)).

2.2.5 Flight Review

- (a) The FAA will administer the test consistent with Appendix 1 of this section.
- (b) Prior to the issuance of an FAA private pilot certificate, an applicant must submit FAA Form 8710-1, *Airman Certificate and/or Rating Application Form*, a valid foreign license verification letter, a valid knowledge test report, and satisfactorily complete a flight review in accordance with 14 CFR § 61.56. The flight review must be conducted in accordance with applicable FAA guidance material and the private pilot Airman Certification Standards and administered by an authorized examiner or FAA certificated flight instructor. Upon successful completion of the flight review, a logbook endorsement will be placed in the pilot's logbook from an FAA-authorized examiner under 14 CFR § 61.13(a).

NOTE: An FAA-authorized examiner, for the purposes of Annex 3, is a designee of the Administrator that is authorized to conduct Private Pilot (PE), Commercial and Instrument Rating (CIRE), and Airline Transport Pilot (ATP) certification events. However, a PE may not conduct an Instrument Proficiency Check (IPC) in accordance with Annex 3.

- (c) The successful completion of a flight review in a multi-engine airplane will constitute currency in each class of airplane that the pilot is rated and plans to operate as pilot in command (PIC).

- (d) An applicant that is converting a Part-FCL instrument rating simultaneously with a Part-FCL pilot license will need to complete the knowledge test requirements for the FAA private pilot conversion and FAA instrument rating conversion as well as the Instrument Proficiency Check (IPC) with an FAA Authorized Examiner, Aviation Safety Inspector (ASI), Aviation Safety Technician (AST), or FAA certificated flight instructor prior to FAA certificate issuance. The requirements of the flight review may be accomplished in combination with the requirements of the IPC and other applicable recent experience requirements at the discretion of the FAA examiner.

2.2.6 Limitations: Night Flying

- (a) The FAA shall issue a private pilot certificate with the limitation ‘Night flying prohibited’ unless the applicant holds an EU Part-FCL night rating or meets the FAA night experience requirement per 14 CFR § 61.109 of 3 hours night flight training in an airplane that includes:
 - (i) One cross-country flight over 100 nautical miles total distance; and
 - (ii) 10 take-offs and landings to a full stop (with each landing involving a flight in the traffic pattern) at an airport.
- (b) If the certificate is issued with a night limitation, the applicant will not be permitted to exercise the privileges of the certificate during night (as defined in 14 CFR § 1.1) operations under 14 CFR § 61.13(b).
- (c) The aeronautical experience requirements may be completed either in the EU Part-FCL system or in the FAA system or in combination of both. This means, that an applicant, who has prior training and/or aeronautical experience at night in the EU system, may be credited towards the requirements mentioned in (a) above with a similar amount of hours.
- (d) The requirement of dual instruction and cross-country navigation at night will be fulfilled with PIC aeronautical experience in airplanes at night.

2.3 Instrument Rating Application – Eligibility Requirements

2.3.1 General

- (a) The FAA will not issue an FAA private pilot certificate in the airplane category single-engine land and/or multi-engine land class to a person who holds a valid Part-FCL instrument rating and the single-pilot SEP land airplanes and/or single-pilot MEP land airplanes, excluding type ratings unless the applicable requirements of Annex 3 and this Section are met.
- (b) An applicant is not required to apply for an FAA private pilot certificate and instrument rating simultaneously. However, if the applicant applies for both,

a single application (FAA Form 8710-1) needs to be completed that displays that the applicant meets the eligibility, knowledge, and experience requirements for all ratings sought as defined in this TIP-L.

2.3.2 Language Proficiency

The applicant must fulfill the requirement in paragraph 2.2.2 above.

2.3.3 Medical Certificate

The applicant must fulfill the requirement in paragraph 2.2.3 above.

2.3.4 Knowledge Test

An applicant must pass a knowledge test appropriate for the FAA certificate and/or rating sought, as described in paragraph 2.1.3 above.

2.3.5 Instrument Proficiency Check

- (a) Acclimatization flying. The purpose of this flight training is to have the applicants become accustomed to the specifics of United States airspace.

NOTE: Licensed pilots seeking an FAA private pilot certificate, must have a current Flight Review under 14 CFR §61.56 and meet the currency requirements of 14 CFR §61.57 to exercise the privileges of the certificate.

- (i) An applicant applying for an instrument rating shall have completed acclimatization flying in the United States, including its territories, with an FAA certified flight instructor before the instrument proficiency check with an examiner is administered under 14 CFR §61.65(c).
- (ii) The applicant for an instrument rating for single-pilot single-engine or single-pilot MEP land airplanes does not need to complete acclimatization flying, if he/she has:
 - (1) Prior experience of at least 50 hours of flight time under IFR as PIC on airplanes gained after initial issue of the IR(A); or
 - (2) Prior experience of at least 10 hours of flight time under IFR as PIC on airplanes in the United States gained after initial issue of the IR(A).
- (iii) The instrument flight time on airplanes, during which a pilot has been piloting an aircraft solely by reference to instruments and without external reference points, gained after initial issue of the IR(A), will be credited towards the flight time under IFR requirements in points 2.3.5 (a)(i) (1) and (2) above by documenting time under IMC or simulated

IMC by having the pilot log the time spent under these conditions in his/her logbook and certifying this with his/her signature.

NOTE: An EU Part-FCL licensed pilot is required to log flight time in accordance with FCL.050 to Part-FCL. The regulation allows pilots to log any flight time as PIC on airplanes operating on an IFR flight plan as IFR regardless of the meteorological conditions.

- (iv) The acclimatization flying will be completed as follows:
 - (1) The flying exercises will be based on the instrument rating Airman Certification Standards.
 - (2) The amount of flying exercises needed will be determined by the FAA flight instructor in accordance with the instrument rating Airman Certification Standards under 14 CFR § 61.65(a)(5).
 - (3) The acclimatization flying shall be completed by an FAA flight instructor with instrument airplane privileges on his/her instructor certificate within the United States before the IPC is conducted (14 CFR § 61.195(c)).
- (b) A person applying for an FAA instrument rating must apply in accordance with Appendix 1 to Section C of this TIP-L under 14 CFR § 61.13(a).
- (c) Prior to the issuance of an FAA instrument rating, an applicant must submit FAA Form 8710-1, a valid foreign license verification letter, a valid knowledge test report, and complete an IPC with an FAA-Authorized Examiner, ASI, or AST within the United States. The FAA-authorized examiner will follow the applicable guidance published in FAA Order 8900.2, General Aviation Airman Designee Handbook, for the conduct of an IPC and other currency tasks, if appropriate, according to the relevant Airman Certification Standards. Upon successful completion of the IPC, a logbook endorsement will be placed in the pilot's logbook by the FAA-authorized examiner under 14 CFR § 61.13(a).
- (d) The successful completion of an IPC does not constitute currency in each category of airplane that the pilot is rated and plans to operate as pilot in command. The pilot is required to meet the recent flight experience to operate as a pilot in command as prescribed in 14 CFR § 61.57(d).
- (e) The applicant must submit all paperwork described in Appendix 1 to Section C of the TIP-L to the FAA-Authorized Examiner, ASI, or AST for processing of FAA Form 8710-1, *Airman Certificate and/or Rating Application Form*.

NOTE: The ASI, AST, or FAA-Authorized Examiner will verify that the Instrument Proficiency Check box is marked in addition to all other relevant

information in Section I of FAA Form 8710-1 upon successful completion of an IPC. This will signify that the requirements of Annex 3 have been met prior to FAA issuing an instrument rating.

2.3.6 Limitations

The applicant must fulfill the requirement in paragraph 2.2.6 above.

3. Revalidation and Renewal of the Ratings

An FAA pilot certificate is issued without an expiration date; however, the privileges of an FAA pilot certificate are dependent upon the currency requirements within the FAA's aviation system. All pilots must adhere to the currency requirements prescribed in 14 CFR part 61.

4. Conversion of Additional Ratings After Initial Conversion

- 4.1 Additional ratings which are in the scope of Annex 3 may be included on the FAA private pilot certificate after the initial conversion. The applicant needs to fulfil the relevant requirements for the rating.
- 4.2 All ratings, which are outside of the scope of Annex 3 will be issued according to the applicable rule.

5. Appeal and Conflict Resolution

There is no right of appeal to the EU Member State when the FAA revokes or limits any FAA pilot certificate.

Appendix 1. Administrative Procedure to Apply for An FAA Private Pilot Certificate and/or Instrument Rating on the Basis Of an EU Part-FCL Pilot License

1. Verification of an EU Part-FCL Licenses and Instrument Ratings

- 1.1 The FAA shall verify the validity of the EU Part-FCL pilot license before an FAA certificate and/or rating application is made. To do so, the pilot must submit a completed FAA Form 8060-71, *Verification of Authenticity of Foreign License, and Medical Certificate Form*. That form may be found on-line at:

http://www.faa.gov/licenses_certificates/airmen_certification/foreign_license_verification/).

Additionally, a copy of the EU Part-FCL license must be attached to the form.

1.2 Application for Verification

- 1.2.1 The applicant should submit a completed FAA Form 8060-71 to AFB-720 at least 90 days before a meeting with an FAA-authorized examiner where the applicant intends to apply for the FAA pilot certificate once the applicant has met all the requirements for license conversion.
- 1.2.2 An applicant may submit FAA Form 8060-71 and the associated documents to AFB-720 either by mail, fax or through the Integrated Airman Certification and Rating Application (IACRA).

By Mail: Federal Aviation Administration
[Airmen Certification Branch, AFB-720](#)
P.O. Box 25082
Oklahoma City, OK 73125-0082

By Fax: +1 405 954-9922

IACRA: <https://iacra.faa.gov>

- 1.3 The pilot must provide the location of the FSDO or jurisdictional office in which an FAA-authorized examiner has been designated where application may be anticipated.
- 1.4 The pilot must include a legible copy of the EU Part-FCL pilot license and medical certificate or endorsement under 14 CFR § 61.13(a).
- 1.4.1 If the application and documentation for the verification process is received with missing and/or illegible information, the applicant will be notified and required to resend the missing or illegible documents.
- 1.4.2 The applicant must hold at least an FAA third-class medical certificate at the time of application. The applicant does not need to hold an FAA third-class medical certificate to complete FAA Form 8060-71.

- 1.5 The FAA shall request verification from the AA of original issuance and the Transportation Security Administration (TSA) will conduct a security threat assessment.
 - 1.5.1 Individual AAs may require additional forms to be completed and a fee to be paid prior to submitting a completed FAA Form 8060-71. Any forms or fees that are required by the AA of original issuance must be sent directly to the AA.
 - 1.5.2 The security assessment conducted by TSA does not satisfy the requirements of a foreign pilot training clearance.
- 1.6 The applicant will receive a foreign verification letter from the FAA once the verification process is complete. Upon the pilot's positive receipt of the foreign verification letter, the pilot may schedule an appointment with an authorized examiner.
 - 1.6.1 If the applicant will be entering a FSDO, an appointment must be made, due to security restrictions.
 - 1.6.2 If the applicant will be applying with an FAA examiner in a location other than a FSDO, an examiner may be contacted and a list of foreign DPEs can be found at <https://av-info.faa.gov/DesigneeSearch.asp>.
- 1.7 The foreign verification letters are valid for a period of 6 months unless the pilot license expiration date is earlier.

2. Application for an FAA Pilot Certificate and Instrument Rating

- 2.1 An application for an FAA pilot certificate must be made at an FAA FSDO, in person or with an FAA-authorized examiner on FAA Form 8710-1, Airman Certificate and/or Rating Application. The Airman Certificate or Rating Application may be found electronically at:

<https://www.faa.gov/forms/index.cfm/go/document.information/documentID/1031493>

or through IACRA (<https://iacra.faa.gov>)
- 2.2 The ASI, AST, or Authorized Examiner scheduled for processing of the FAA pilot license conversion will verify that the FAA Form 8710-1 has been completed in accordance with the instructions page and FAA Order 8900.1, Volume 5, Chapter 1, Section 3.
- 2.3 The ASI, AST, or Authorized Examiner is required by FAA Order and TSA security requirements to verify the identification of the applicant at the time of application.
 - 2.3.1 Acceptable methods of identification include, but are not limited to, non-expired U.S driver's licenses, government-issued identification cards, passports, and other forms of identification that enables the examiner to verify the applicant's identity. The method used must be current and valid.

2.3.2 Such identification must include an official photograph of the applicant, the applicant's signature, and the applicant's residential address, if different than the mailing address. This information may be presented in more than one form of identification.

2.4 A valid knowledge test report will be collected for the applicant's permanent airman's record.

2.5 A valid foreign verification letter must accompany the application package.

3. Issuance of an FAA Pilot Certificate and Instrument Rating

3.1 Temporary pilot certificates and instrument ratings.

3.1.1 If the applicant meets the requirements of Annex 3 of this Agreement, a temporary FAA private pilot certificate and/or instrument rating will be issued by the ASI, AST, or Authorized Examiner.

3.1.2 The temporary airman certificate is valid for a period of 120 days. If that time period has elapsed since issuance and a permanent airman certificate has not been received by the applicant, it is no longer valid. The applicant should contact the Authorized Examiner that issued the temporary airman certificate to ensure the application was processed correctly.

3.2 Permanent pilot certificates and instrument ratings.

Within 120 days, a permanent airman certificate will be mailed to the pilot at the address listed on FAA Form 8710-1.

4. Contact the [Airmen Certification Branch \(AFB-720\)](#) at the following with any questions:

Office Hours:	Monday through Friday 7:30 a.m. to 4:00 p.m. Central Time
By Telephone:	(866) 878-2498
By Email:	http://registry.faa.gov/Airmenemail/AirmenEmail.aspx
By Fax:	(405) 954-4105
By Mail:	Federal Aviation Administration Airmen Certification Branch, AFB-720 P.O. Box 25082 Oklahoma City, OK 73125-0082

Appendix 2. Links to FAA Forms

Link to FAA Forms Website: <http://www.faa.gov/forms/>.

Link to FAA Form 8710-1, Airman Certificate and/or Rating Application:
<https://www.faa.gov/forms/index.cfm/go/document.information/documentID/1031493>.

Link to FAA Form 8060-71, *Verification of Authenticity of Foreign License and Medical Certification*: <https://www.faa.gov/forms/index.cfm/go/document.information/documentID/186251>.

Section D – Entry into Force and Termination

- 1.** This TIP-L shall enter into force 180 days after the date of signature by both parties.
- 2.** This TIP-L shall remain in force until terminated. Either Party may terminate this TIP-L at any time by providing sixty (60) days' notice in writing to the other Party. Termination of this TIP-L will not affect the validity of activity conducted thereunder prior to termination.

Section E – Authority

The FAA and EASA agree to the provisions of this TIP-L as indicated by the signature of their duly authorized representatives.

**Federal Aviation Administration
Department of Transportation
United States of America**

European Union Aviation Safety Agency



Rick Domingo
Director
Flight Standards Service

11/19/20
Date



Jesper Rasmussen
Flight Standards Director

17-11-2020
Date