

**GOVERNMENT OF INDIA  
CIVIL AVIATION DEPARTMENT**

**APPLICATION FOR THE ISSUE OF INSTRUMENT RATING  
(HELICOPTER)**

(Please see the instructions to fill this application)

**PART A**

Affix self  
attested  
recent  
photograph  
of size  
3 x 4 cm

1. Name of the applicant
2. Date of birth
3. Place & country of birth
4. Nationality
5. Address for correspondence

6. Permanent address

**7. Educational Qualification**

Examination Passed	Name of Board/ university	Year of Passing	Marks Obtained	Subjects offered
Class X				
Class XII				
Any other Qualification				

8. Whether holding any Indian flight crew licence.  
If so, indicate
  - Name & number of licence
  - Category & class of licence
  - Validity of licence

9. Whether CAR Section 7 Series G, Part I, Issue I, Dated 27.7.99 applicable. If so, indicate
- Name & number of licence
  - Category & class of licence
  - Country of issue
  - Validity of licence
  - Class & validity of medical
10. Whether the applicant is/ was in the service of Defence Forces of India. If serving, has No Objection Certificate obtained from the concerned Hqrs. If not serving, indicate the Force & date of Release.
11. If 10 above applicable, then indicate whether accident/incident free certificate for the preceding 5 years has been obtained from the concerned Hqrs.
12. Details of medical examination
- Class of medical examination
  - Date & place of medical examination
  - Validity of medical examination
13. Indicate whether grant of open rating is desired  
If so, specify
14. Details of fees paid
- DD/ IPO No.
  - Date & Place of issue
  - Amount
15. Indicate whether fees is to be debited in the Advance Deposit Account of the operator,  
If so, name & signature of the authorised signatory of the operator with seal

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**For office use only**

1. Date of receipt of papers-
2. Amount of fees paid-  
DD/ IPO No-  
Date of issue-  
Name of the Bank/ Post Office-

**Signature of the official**

**INSTRUMENT RATING**  
**(HELICOPTER)**  
**PART B**

**16. Details of RTR(A)/RTR(P)**

RTR(A)/RTR(P) No. -  
 Date of Issue/Validity -

**17. Signal Reception Competency test @ 8 w.p.m. date -**

**18. Knowledge**

Paper	Roll No.	Session	Date of Result
a. Air Regulation			
b. Air Navigation			
c. Aviation Meteorology			
d. Air Navigation Composite			
e. Technical Paper			
i. General			
ii. Specific/Aircraft			

**19. Flight Experience**

a. Total Pilot in command flying/co-pilot flying under supervision -  
 b. Solo X-country flying/co-pilot flying under supervision -  
 c. Instrument flight time  
     i. Actual/Aircraft simulated instrument time-  
     ii. Synthetic flight trainer time -  
 d. Instrument flight time in the last 6 months of the date of application -

**20. Instrument Rating Skill Test** (should be in the last 6 months of the date of application) -

a. Date of test -  
 b. Type of aircraft -

**21. Involvement in Accident/incident - Yes/No**  
**If yes, please give details**

**Note-** Co-pilot flying under supervision shall be credited with not more than 50% of the co-pilot flight time required for a higher category of pilot licence. Certified datewise details of co-pilot flying under supervision mentioning the names of commanders under whom flown, performing the duties & functions of pilot in command should be enclosed, alongwith the logbook(s) & a certificate that the applicant has flown as co-pilot under supervision of a commander performing the duties of a pilot in command.

**Declaration by the Applicant**

I declare that in terms of provisions of Rule 39A of the Aircraft Rules,1937, I have not suppressed or given any wrong information herein above for the purpose of obtaining the licence/rating applied for here. I understand that I am liable for appropriate action, if any information given by me is found to be wrong even at a later date.

Place:

Date:

Signature of the applicant

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## **INSTRUCTIONS TO THE APPLICANTS:**

1. This application, duly filled may be submitted personally OR through an authorised person OR by registered post to  
Director, Training & Licensing (L II Section)  
Directorate General of Civil Aviation  
Technical Centre, Opp. Safdarjang Airport  
New Delhi 110003.
2. Name & date of birth should be as entered in the class 10<sup>th</sup> certificate. Enclose an attested copy of the same. Original should however, also be produced for verification & return.
3. For the issue of professional pilot's licence, enclose an attested copy of class 12<sup>th</sup> certificate. Original should however, also be produced for verification & return.
4. In case of foreign national, enclose nationality certificate OR attested copy of passport.
5. In case of application for issue of licence under the provisions of CAR, Section 7, Series G, Part I, Issue I, enclose attested copies of such licence, medical assessment & other relevant certificates along with original documents. This originals will be returned upon issue of Indian licence.
6. In case of serving Defence Forces Officers, enclose original No Objection Certificate & Accident/ Incident free certificate. In case of retired officers, enclose an attested copy of Release Order & Accident/ Incident free certificate.
7. Enclose an attested copy of the latest medical assessment issued by DGCA.
8. Applicants should clearly specify the category of open rating to be issued & should enclose relevant certificates.
9. Enclose all DGCA result sheets of ground & technical papers in original.
10. Enclose CA-39 forms, duly certified, for the respective periods, as applicable, showing total flying experience, PIC experience, recency experience, etc.
11. Enclose attested copy of RTR(A)/RTR(P) along with the original.
12. Enclose original signal reception certificate in morse code proficiency, duly signed by the authorised signatory.
13. Skill tests, cross country tests & instrument rating test forms, duly signed by the examiner & counter signed by the aerodrome authorities, in original should be submitted.

14. Flying progress report duly filled & signed by the flying institution authorities should be submitted.
  15. Details of involvement in accident/ incident should be mentioned, with the disciplinary action taken, if any.
  16. All the flight crew licences held by the applicant, if any, should be submitted.
  17. Log book(s) maintained by the applicant should be submitted.
  18. Prescribed fees should be paid in the form of Demand Draft, drawn on any nationalised bank in favour of 'Pay and Accounts Office, Director General of Civil Aviation, Ministry of Civil Aviation, New Delhi' should be submitted.
  19. 3 identical photographs of recent black & white or in colour of 3cmx 4cm showing frontal view of full face should be submitted.
  20. In case of applicants using provisions of under supervision flying for upgradation of licence, should submit original suitability certificate, certificate of such flying carried out with examiner/ instructor/ check pilot or pilot having 500hrs. PIC experience. A separate logbook should be maintained & the commander authorising such flying should certify each flight. This logbook along with complete photocopy , should be submitted.
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