



GOVERNMENT OF INDIA  
OFFICE OF DIRECTOR GENERAL OF CIVIL AVIATION  
Opposite: Safdarjung Airport, New Delhi-110 003

File No. DAW/CEO/Pilots Examination / 2013

**PUBLIC NOTICE**

14<sup>th</sup> June 2013

**Subject: Issue of Admit Card - Pilot License Examination.**

Director General of Civil Aviation conducts, Pilot License Examination for all categories of Pilots – PPLG / CPLG / CPLCG / ATPLG / ATPLCG (General and technical papers) at various Centers in India. Issue of Admit Cards to the admitted candidates have been implemented with effect from April 2013 Session vide Public Notice dated the 14<sup>th</sup> March 2013 which is published in DGCA web site on 15<sup>th</sup> March 2013.

Co-Operation from most of the candidates made the project of issue of Admit Card fairly successful during the April 2013 Session. However, the subject card issue project could not be completed 100% due to certain reasons as, many candidates have either not uploaded the Photograph & Signature images as per the Public Notice dated the 14<sup>th</sup> March 2013 or uploaded but their hard copy of the Photo form could not reach Central Examination Organisation as on date and hence their Photograph & Signature could not be approved. And also since March 2013 few fresh applicants have been allotted with Computer Numbers for whom the Admit Card issue process is required to be completed.

**In view of the above to facilitate issue of admit cards with photograph, all applicants desirous of appearing for Pilots License Examination who are in any of the following category are required to upload the image of their photograph and signature in <http://udaan.nic.in> :**

1. Applicants who have not uploaded their Photograph & Signature (either old candidate or applicants allotted with Computer Number since March 2013)
2. Applicants who have uploaded but whose Photograph & Signature were not approved by DGCA.
3. Applicants who have uploaded but their hard copy of the form not reached CEO, DGCA as on date.

Note: Candidate can log on to <http://udaan.nic.in> and check whether their Photo form has been approved by DGCA or not. After logging in to the said site upon selecting upload Photo & Signature, if the message appears as “You cannot upload a new file(s) as the existing file(s) have already been approved”, it is an indication that the Photo & Signature of that particular candidate has been approved and no action required from such candidates. Similarly after selecting upload Photo & Signature if “BROWSE” option is prompted, it is an indication that either the Photo form has not been approved by DGCA or your hard copy of the Photo Form has not reached CEO, DGCA as on date. If “BROWSE” option appears, please do upload the Photograph & Signature and forward the hard copy of the Photo Form in accordance with the Instruction published to this effect.

The issue of admit card shall be made compulsory for Pilots License Examination from July 2013 session. The admit card shall contain the applicant’s photograph in addition to the Computer Number, Roll Number, session, category, subject / paper, Date, Centre / Venue details of the examination.

The “**Form for submission of Photograph and Signature of the applicant appearing for Pilots License Examination**” along with necessary instruction and procedure for uploading of photograph & signature to this effect are published in DGCA web site ([www.dgca.nic.in](http://www.dgca.nic.in)) and UDAAN site (<http://udaan.nic.in>). The form as published in this regard completed in all respect and duly signed should be sent to “The Director of Airworthiness, Central Examination Organisation, O/o Director General of Civil Aviation, Civil Aviation Department, East Block – III, R K Puram, New Delhi – 110066” **by Speed Post / Registered Post**, along with an attested copy (attestation by Gazetted Officer) of any one of the Identification proof as listed in the form under the instructions on or before **28<sup>th</sup> June 2013** positively. All those applicants who are in the process of obtaining Computer Number shall complete necessary formalities as per this Public Notice immediately on allotment of Computer Number.

**It is once again requested that candidates desirous of appearing for Pilots License examination - July 2013 session are required to complete the necessary formalities as per this public notice on or before 28<sup>th</sup> June 2013 to facilitate admittance of candidature for said examination.**

In case of any query with respect to online application and submission of documents, the applicants may contact the helpline at +91 11 26106091. This helpline is available for the above said purpose only on working days between 1000 Hrs. and 1700 Hrs. The candidate may also e-mail their query on [ceo.dgca@nic.in](mailto:ceo.dgca@nic.in).

The above is for information of all concerned.

Director General of Civil Aviation