



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

**PUBLIC NOTICE**

File No. DAW / CEO / Pilots Online / 2013

Dated the 17<sup>th</sup> Sept. 2013

**Subject: ONLINE Application for Pilot License Examination (Technical- Paper Based)– Oct. 2013 Session.**

Director General of Civil Aviation has decided to conduct, Technical (Paper Based) Pilot License Examination Oct. 2013 session for all categories of Pilots at the centers displayed in online examination application portal. Candidates desirous of appearing for examination (Technical papers ) are required to submit their application for roll number ONLINE under <http://udaan.nic.in>.

The **Guidelines (Issue – IX, June 2013)** for submitting the application ONLINE along with the requirements to be fulfilled by the applicant while applying for roll number with respect to requirement of document to be accompanied with application, fee and details / mode of fee payment are published in DGCA web site (<http://www.dgca.nic.in>) and Udaan site (<http://udaan.nic.in>). **Applicants are advised to read the applicable portions of said Guidelines carefully before start filling up the application.**

The candidates can submit their application for allotment of Roll Number for Pilots License Examination (Technical – Paper Based) – Oct. 2013 Session from **18<sup>th</sup> Sept. to 30<sup>th</sup> Sept. 2013**. The signed printout of the filled application form, along with required documents should reach the Director of Airworthiness, Central Examination Organisation, O/o Director General of Civil Aviation, Level – III, East Block – III, R K Puram, New Delhi – 110066 by Speed / Registered Post **within 10 days from the day of online submission of application.**

**Candidates desirous of appearing for Pilots License Examination (Technical – Paper Based) -Oct. 2013 session and who have not uploaded their Photograph & Signature or uploaded but not approved by DGCA in accordance with the Public Notice dated the 14<sup>th</sup> March 2013 & 14<sup>th</sup> June 2013 and the instructions referred therein, may submit their application for the examination only after having uploaded the Photograph & Signature as stated in the Public Notice. In such cases, the examination application and the “Form for submission of Photograph and Signature of the applicant appearing for Pilots License Examination” duly completed in all respect, must be sent to CEO in **separate envelops with respective superscription** (The envelop / cover containing the hard copy of Photo form addressed to CEO must be superscripted with **“FORM FOR SUBMISSION OF PHOTOGRAPH AND SIGNATURE OF THE APPLICANT APPEARING FOR PILOTS LICENSE EXAMINATION”** and the envelop / cover containing the hard copy of the examination application addressed to CEO must be superscripted with **“APPLICATION FOR ALLOTMENT OF ROLL NUMBER - PILOT”**) **as the case may be.****

**Only those candidates, who have completed the necessary formalities with respect to uploading of the Photograph & Signature and approval thereof by DGCA in accordance with the Public Notices referred above, will be allowed to appear for the examinations.**

From the sessions of examination conducted in the recent past it is observed that **in spite of the clear instruction / Guidelines, many applications gets rejected due to any / all of the reasons such as:**

1. Application not dated & signed by the applicant.
2. Required supporting documents are not attached and / or attachment of improper / irrelevant documents.
3. Improper attestation of the supporting documents.
4. Mentioning incorrect / inappropriate category of examination.
5. Demand Drafts
  - a. are drawn in favor of incorrect name, with spelling mistakes.
  - b. are drawn before the acceptable date.
  - c. number and date are incorrectly mentioned on the application form
  - d. are mutilated
  - e. are drawn consolidated for General / Technical / Oral.
  - f. of insufficient amount / value
  - g. are found not attached with application, etc.

To avoid rejection due to any of the reasons mentioned above, it is advised that the candidate should read the guidelines carefully before submission of ONLINE application and subsequently while forwarding the hard copy of the application. **It is reiterated here that if applications received are found not complete in all respect, it will be summarily rejected and no further communication in this regard will be entertained.**

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).

***Note: The opening of portal for submission of application for allotment of Roll Number for the Pilots License Examination- General Papers (Online – Computer Based) – Oct 2013 Session shall be intimated shortly.***

The above is for information of all concerned.

Director General of Civil Aviation