



## PILOT LICENSE REQUIREMENTS

### FOR CAAP DRESS CODE:

- ✚ POLO/POLOSHIRT
- ✚ PANTS/FORMAL JEANS
- ✚ RUBBER SHOES/FORMAL SHOES

### FOR FRESHMEN

#### 1. Class 2 Medical Application

- ✓ Puretone and Xray Result (Can be done outside CAAP)
- ✓ (1) 2x2 picture with white background
- ✓ Airmen Medical Application Form (provided by CAAP airmen staff)
- ✓ Refraction, Laboratory, Dental, Drugtest, ECG & Physical Exam should be done in CAAP
- ✓ Medical Examination Fee PHP 2,300.00

**\*Students must bring their eyeglasses or contact lens if necessary**

#### 2. Student Pilot License

- ✓ CAAP Airmen Application Form (to be fill-up using blue pen)
- ✓ NBI Clearance (Photocopy & Original)
- ✓ Class 2 Medical Copy
- ✓ Birth Certificate Copy
- ✓ Special Study Permit (For foreign students only)
- ✓ Consent for Minor (students 18years old below)  
\*Form provided by CAAP
- ✓ Passport Copy (Foreign Students only)
- ✓ License Fee \*PHP240.00

#### 3. RT Exam Application

- ✓ Application Form
- ✓ SPL Copy
- ✓ (2) 1x1 picture with white background
- ✓ Authorization Letter (If process by authorized school representative)
- ✓ Exam Fee \* Php 80.00

#### **4. Radio License**

- ✓ License Application Form
- ✓ SPL copy
- ✓ (3) 1x1 picture with white background
- ✓ Exam Result
- ✓ Passport Biopage (Foreign Students only)
- ✓ Authorization Letter (If process by authorized school representative)
- ✓ License Fee PHP 400.00

#### **5. ELP Exam Application**

- ✓ Application Form (To be fill up in CAAP)
- ✓ SPL Copy
- ✓ ELP Receipt \*PHP1,500.00
- ✓ (1) 2x2 picture

#### **6. FOR PPL APPLICATION**

- ✓ CAAP Airmen Application Form (To be fill up using blue pen)
- ✓ Class 2 Medical
  - Need to verify Class 2 Medical first
  - Verification Fee PHP500.00
- ✓ SPL Copy
- ✓ RT or NTC License Copy
- ✓ Passport Copy (for foreign students only)
- ✓ NBI Clearance (for foreign students only)
- ✓ License Fee PHP 480.00

#### **7. FOR ADDITIONAL RATING APPLICATION**

- ✓ CAAP Airmen Application Form (To be fill up using blue pen)
- ✓ Class 2 Medical Certificate copy
- ✓ PPL Copy
- ✓ RT or NTC License Copy
- ✓ Passport Copy (for foreign students only)
- ✓ NBI Clearance (for foreign students only)
- ✓ License Fee PHP 240.00

#### **8. FOR CLASS 1 MEDICAL APPLICATION**

- ✓ Puretone and Xray Result (Can be done outside CAAP)
- ✓ Airmen Medical Application Form (provided by CAAP airmen staff)



- ✓ Refraction, Laboratory, Dental, Drugtest, ECG, Blood Chem & Physical Exam should be done in CAAP
- ✓ Medical Examination Fee PHP P2,300.00

#### **9. FOR CPL APPLICATION**

- ✓ CAAP Airmen Application Form (To be fill up using blue pen)
- ✓ Class 1 Medical Copy
- ✓ RT or NTC License Copy
- ✓ ELP Certificate Copy
- ✓ Private Pilot License Copy
- ✓ License Fee \*PHP3,000.00
- ✓ Special Study Permit (for foreign students)
- ✓ Passport Copy (for foreign students)
- ✓ NBI Clearance Copy (for foreign students)

#### **10. FOR INSTRUMENT RATING APPLICATION**

- ✓ CAAP Airmen Application Form (To be fill up using blue pen)
- ✓ Class 1 Medical Copy
- ✓ NTC License Copy
- ✓ ELP Certificate Copy
- ✓ Commercial Pilot License Copy
- ✓ License Fee \*PHP600.00
- ✓ Special Study Permit (for foreign students)
- ✓ Passport Copy (for foreign students)
- ✓ NBI Clearance Copy (for foreign students)

#### **11. FLIGHT INSTRUCTOR APPLICATION**

- ✓ CAAP Airmen Application form (To be filled up using blue pen)
- ✓ CPL-IR License copy
- ✓ NTC License Copy
- ✓ Class 1 Medical Copy
- ✓ ELP Certificate Copy
- ✓ Special Study Permit (for foreign students only)
- ✓ Passport Copy (for foreign students only)
- ✓ License Fee \*PHP960.00



## **TRANSFEEEE:**

### **FOR SPL HOLDER ONLY**

- ✓ SPL Copy
- ✓ Class 2 medical certificate copy

### **FOR SPL WITH RT LICENSE**

- ✓ Copy of Current SPL
- ✓ Class 2 medical Certificate
- ✓ Copy of RT License
- ✓ Ground School Certificate and Flight Time certificate (From previous school if the student undergo the ground school and have flown already)

### **FOR PPL HOLDER**

- ✓ CAAP Airmen Application Form (To be filled up using blue pen)
- ✓ PPL License Copy
- ✓ NTC License Copy
- ✓ Class 2 Medical Copy
- ✓ Flight Time Certificate (from previous school)
- ✓ ELP Certificate Copy
- ✓ Special Study Permit (for foreign students only)

### **FOR FLIGHT INSTRUCTOR COURSE WITH CPL-IR LICENSE**

- ✓ CAAP Airmen Application Form (To be fill up using blue pen)
- ✓ CPL-IR License
- ✓ NTC License Copy
- ✓ Class 1 Medical Copy
- ✓ Flight Time Certificate (from previous school) Original Copy
- ✓ ELP Certificate Copy
- ✓ Special Study Permit (for foreign students only)



### **FOR REINSTATEMENT OF LICENSE**

- ✓ CAAP Airmen Application Form (To be filled up using blue pen)
- ✓ Temporary License Form
- ✓ Current Medical Certificate (Class 2 for PPL and Class 1 for CPL)
- ✓ Receiving Copy of surrender letter of license
- ✓ 6 months last flown
- ✓ Current ELP Certificate
- ✓ RT License or NTC License
- ✓ Special Study Permit (For foreign student)
- ✓ NBI Clearance (For foreign student)

### **FOR RENEWAL OF LICENSE**

- ✓ CAAP Airmen Application Form (To be filled up using blue pen)
- ✓ Temporary License Form
- ✓ Current Medical Certificate (Class 2 for PPL and Class 1 for CPL)
- ✓ 6 months last flown
- ✓ Current ELP Certificate
- ✓ RT License or NTC License
- ✓ Special Study Permit (For foreign student)
- ✓ NBI Clearance (For foreign student)

**\*Student must take Airlaw Exam in CAAP**

### **FOR MEDICAL EXAM RENEWAL ( CLASS 1 AND CLASS 2 )**

- ✓ OLD Medical Certificate
- ✓ Airmen Medical Application Form (provided by CAAP airmen staff)
- ✓ Refraction, Laboratory, Dental & Physical Exam should be done in CAAP
- ✓ ECG and Xray depends on the validity of previous result



## **Requirements and supporting documents for enrollment:**

- ✓ Birth Certificate
- ✓ Valid/Original Copy of NBI Clearance
- ✓ Photocopy of Diploma
- ✓ Photocopy of Transcript of Record
- ✓ Five (5) 1x1 and 2x2 sized photos