



Croatian Civil Aviation Agency

**Guidance material for the
conversion of FAA PPL(A) pilot
certificates and associated ratings
to EASA Part-FCL PPL(A) on the
basis of BASA Annex 3**

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The Croatian Civil Aviation CCAA (here and after CCAA) informs candidates through this guidance material about the process of the conversion of FAA issued PPL(A) pilot certificates and associated ratings to EASA Part-FCL PPL(A) licence on the basis of The Agreement between the United States of America and the European Union on Cooperation in the Regulation of Civil Aviation Safety - BASA Annex 3.

The BASA Annex 3 covers the conversion of FAA private pilot certificate to EASA Part-FCL Private pilot licence. FAA issued CPL, MPL and ATPL pilot certificates with private pilot privileges can only be converted to EASA Part-FCL private pilot licence on the basis of this agreement.

The BASA Annex 3 covers the conversion of the following ratings:

- Single-engine piston land airplane rating (SEP)
- Multi-engine piston land airplane rating (MEP)
- Instrument rating for single-engine piston airplanes (IR/SE)
- Instrument rating for multi-engine piston airplanes (IR/ME)
- Night rating

Out of scope of this agreement are the following:

- Type ratings
- Experimental airplanes
- TMGs
- SEP/MEP (sea)
- FAA sport Pilot and Recreational Pilot certificates
- Any licence, certificate or rating issued by another contracting State to the Chicago Convention which has been rendered valid by the FAA via 14 CFR part 61, §61.75

1. COMMON REQUIREMENTS FOR THE CONVERSION

• **Eligibility for conversion under Annex 3**

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.

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.

• **Medical certificate**

The applicant's FAA medical certificate must be current and they have to hold a valid EU medical certificate. The medical certificate must be at least class 2 and appropriate to the licence and ratings to be requested.

• **Language proficiency**

If the applicant holds an 'English proficient' endorsement on their FAA pilot certificate, this endorsement is considered equal to English language proficiency level 4. The validity period for English language proficiency level 4 will start from the date of the last documented flight review.

If the applicant does not hold the 'English proficient' endorsement on their FAA pilot certificate or they wish to obtain English language proficiency level 5 or 6, they need to attend language assessment in an EU approved Language testing body and obtain a certificate.

2. THEORETICAL KNOWLEDGE EXAMINATION

- **Theoretical knowledge examination for PPL conversion**

The applicant has to demonstrate theoretical knowledge of 'Air Law' and 'Communication' to the examiner before the Skill test. The examination is based on PPL(A) theoretical knowledge syllabus as stated in AMC1 FCL.210; FCL.215 to Commission Regulation (EU) 1178/2011.

If the applicant fails to pass the theoretical knowledge demonstration after 2 attempts, they must undertake additional theoretical knowledge instruction at an ATO or DTO (the amount of training is to be determined by the ATO/DTO). After the instruction, the applicant has to complete written examination at the CCAA or other EU member aviation authority.

- **Theoretical knowledge examination for conversion of Instrument rating**

The applicant must demonstrate theoretical knowledge of 'Air Law', 'Flight planning and monitoring' and 'Communication' at the instrument rating level. The examination has to be completed in written form at the CCAA or other EU member aviation authority.

The applicant is exempt from the written examination, only if they have a minimum experience of at least 50 hours of flight time under IFR as PIC on airplanes. In this case, the applicant has to demonstrate to the examiner before the Skill test the adequate level of theoretical knowledge.

The applicant has successfully completed the required theoretical knowledge examination when they passed the examination within the 24-month period preceding the month of application. If the applicant fails to pass the examination within 4 attempts, they must undertake additional theoretical knowledge instruction at an ATO (the ATO will determine the amount of theoretical instruction needed).

If the applicant is applying for both PPL and IR conversion, they need to demonstrate the theoretical knowledge for both.

3. PRACTICAL EXPERIENCE AND SKILL TESTS

- **PPL(A) conversion**

The applicant has to pass the skill test in accordance with the requirements of Regulation (EU) 1178/2011 – FCL.235 and FCL.725 with a Part-FCL examiner. Before the Skill test, the applicant has to pass the theoretical knowledge examination.

If the applicant applies for both the SEP and MEP ratings conversion, they can pass the Skill test on MEP airplane, which will cover the SEP Skill test.

- **Multi-engine piston class rating**

For the conversion of MEP land rating (endorsed in the FAA certificate as MEL), the applicant has to prove that they comply with the minimum training and flight experience on MEP airplanes as required in Part-FCL Subpart H. The training and flight experience can be completed either in the FAA system or EU Part-FCL system or in combination of both.

Flight experience of 70 hours as pilot in command (PIC) on airplanes may have been achieved either in the FAA system or in the EU Part-FCL system or in combination of both.

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.

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.

If the applicant has not fulfilled the requirements stated above in the FAA system, they must complete the missing training at an EU DTO or ATO in accordance with Commission Regulation (EU) No 1178/2011.

- **Night Rating**

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.

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, who has not fulfilled the training and flight experience requirements as stated above in the FAA system, shall complete the missing training at a DTO or ATO in accordance with Commission Regulation (EU) No 1178/2011.

- **Instrument Rating**

Before the Skill test the applicant has to complete acclimatization flying in the EU. The acclimatization flying will be completed within an ATO approved in accordance with Commission Regulation (EU) No 1178/2011 in one of the Member States. The flying exercises will be based on the modular IR(A) flying training syllabus established in Appendix 6 Section A to Part-FCL. The amount of flying exercises will be decided by the ATO.

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 they have:

(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).

The applicant must pass a Skill test with a Part-FCL IRE(A) according to Appendix 7 and Appendix 9 to Commission Regulation (EU) 1178/2011. Before the Skill test, the applicant has to pass the theoretical knowledge examination.

If the applicant has both instrument rating for SEP airplanes (IR/SE) and instrument rating for MEP airplanes (IR/ME), the applicant can pass a Skill test for IR/ME on MEP airplane only, which will cover the Skill test for IR/SE.

If the applicant is applying for both the conversion of PPL(A) and instrument rating, the Skill test can be combined, as long as all the requested items will be completed.

4. CONVERSION APPLICATION

Initial conversion application shall be submitted on official application form LIC-FRM-419 (all forms are available at CCAA website: www.ccaa.hr, under *Forms*).

When applying for additional ratings to be converted from the FAA pilot certificate, the applicant should also use form LIC-FRM-419.

5. CONTACT

For all inquiries and additional information, contact Licensing Department via phone 01/2369 300 or e-mail: licenciranje@ccaa.hr.