



INFORMATION SHEET

Change of State of Pilot License Issue – EU pilot licence ONLY - SOLI TRANSFER - medical part

Do you want to transfer your pilot licence and/or medical records to another EU member state? This is how you proceed for a state of licence issue (SOLI) change.

The licensing authority that issues your pilot licence must hold your medical information. All European Union Aviation Safety Agency (EASA) licences must be held with the same EU Member State. If you wish to transfer your EU licence/licenses from one EU Member State to another, you are required to follow the NAAs application process. If you do not yet hold a licence but are applying to CCAA for one, you must transfer an EU medical certificate issued in another EU member state. Medical documentation must also be transferred. The best way is to apply to the country that you want as your future competent authority. The old (transferring) and future (receiving) competent authority will coordinate the handling of your application.

Use the MED-FRM-008 Form for the transfer of aero-medical records – for the purpose of change of state of licence issue (AERO-MEDICAL SOLI FORM). Find the form at the bottom of the website <https://www.ccaa.hr/en/forms-72237>. Append to the application copies of the following documents: your current licences and any accompanying documents, your medical certificate if you have one, and your passport. Send your request by email to aeromedical@ccaa.hr.

If you are moving to CCAA, we will request confirmation and medical data from your current NAA. You will be informed when the verification request has been sent to the authority in the state that originally issued your licence. Once we receive it and the licensing transfer is complete, we will email you. We will then ask you to surrender your current medical certificate, which will be replaced with a new one with the Croatian code. A pilot may only hold 1 EU licence and 1 medical certificate at a time. Therefore, you must surrender your current licence and medical certificate before we can issue your new Croatian one. Please do not submit your licence or medical certificate to us before being asked to do so by the official processing your application!

If you have a CCAA licence and want to move it to another EU country, contact that country and follow their process. The new authority will contact us to request your confirmation and medical data. They will then issue your new licence and medical certificate.

Remark

Very Important: Applicants should be aware that some licensing authorities charge fees for the transmission of licence and aero-medical records. It is your responsibility to check for and pay such charges before submitting your application.

Sometimes the transfer process, i.e., the exchange of data between the competent authorities, takes longer; if this is your case, be patient and stay in touch with us.

The medical examinations can be performed in another EU member state. Tell the AeMC/AME the country where your pilot's licence was issued (Licensing Authority) so that the AME/AeMC can send your medical documentation to that authority.



CROATIAN CIVIL AVIATION AGENCY (CCAA)



Buzinski krči 5, Buzin
10010 Zagreb



+385 (1) 2369-317
+385 (1) 2369-313



aeromedical@ccaa.hr



www.ccaa.hr