



The Registry of Aruba

International Air Safety Office, Inc.

Guidelines: Flight Crew License Validations – Non-Commercial Operation

Please be advised of the list of requirements for the **Initial** and **Renewal** application process for **Flight Crew License Validations – Non - Commercial Operation** under the Department of Civil Aviation of Aruba (DCA).

All requirements can be submitted via e-mail (licensing@airsafetyfirst.com) or fax (+305 471 8122) as long as the documents are legible.

No.	Item	Complete
1	Operator Letter for initial validation requests only (Refer to Template)	
2	INS-3.009 Application for Flight Crew License Validation	
3	Signed Foreign License including type rating and English Proficiency Level U.S.A. FAA Temporary Airman Certificates holders: <i>Validation will be valid for a maximum period of one hundred twenty (120) days from the date of issuance of the Temporary Airman Certificate. Applicant is required to re-apply upon receipt of the permanent license to obtain a validation of greater duration.</i>	
4	Radio License	
5	Latest License Proficiency Check (LPC) or initial Skill Test, if new type rating, on the aircraft type for which validation is requested: <i>EASA / JAA license holders need not send LPC if the LPC date is mentioned on the license.</i>	
6	Latest Class 1 Medical Examination Certificate.	
7	Current Passport	
Note: Non-English documents must be accompanied by an official translation.		

Our certificate of validation is valid for up to two (2) years whenever the license validity allows it.

Please allow one (1) business day for processing once application and supporting documents have been satisfactorily submitted. Flight Crew Members will be provided with a certified true copy of the validation while the original one is delivered via courier. They are allowed to operate an aircraft with the certified true copy for a maximum of fifteen (15) days from the date of issuance.

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