

Checked by LO:	Reviewed by AO:	Sat ✓ Unsat X or N/A
DATE:	DATE:	

SECTION A - AERONAUTICAL MAINTENANCE CERTIFICATE APPLICATION (AIC 04-14)

- 1 Above Minimum age of 18years
- 2 Confirm that applicant is not already a holder of a CAAF AME Licence
- 3 Minimum of 2 yrs of aeronautical experience demonstrated ? (Consists of either academic or practical or a combination of both)
- 4 Candidate has not exceeded the 12 months time limit for completion of all modules prior to category endorsement.
- 5 Fees paid for exams sitting?
- 6 Fees paid for Category endorsement on AMC?
- 7 All pertinent details of application form filled in correctly?
- 8 Two months period satisfied if re-attempting a subject in the same module group?

SECTION B - LICENSED AIRCRAFT MAINTENANCE ENGINEER ISSUE/RENEWAL

- 1 Fees paid for exam sitting?
- 2 Fees paid for each LWTR category/Type rating endorsement on license?
- 3 Minimum of 4 years of practical experience satisfied/recency/currency requirements ?
- 4 Candidate has not exceeded 12 months time limit for completion of all modules prior to category endorsement?
- 5 Two months period satisfied prior to re-attempting a subject in the same module group?
- 6 Application form filled out correctly ?

SECTION C- VALIDATION/CONVERSION OF A FOREIGN LICENSE (ISSUE)

- 1 Fees paid for Air Law exam sitting?
- 2 Clearance letter from Foreign Authority received ?
- 3 Foreign Licence valid & submitted with application/recency/currency?
- 4 Fees paid for validation certificate/Fiji license issue?
- 5 First time attempting Fiji Air Law exam for Validation ?
(if not then need to take all necessary exams for conversion (AIC 02-17 para 8 & 9))
- 6 Any Exemptions granted under AIC AIC 02-17 para 8 & 9
- 7 Application form filled out correctly/ Equivalent Fiji Category(s) applied for - refer matrix ?
- 8 Fees paid for each LWTR category/Type Rating endorsed on Fiji licence ?