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Legal basis:
The European Commission Regulation (EU) No. 1178/2011 FCL.015
The European Commission Regulation (EU) No. 2018/1976 SFCL.015
The European Commission Regulation (EU) No. 2018/395 BFCL.015

Modification details:
First version

SO.ILMA.PEL Application guidance regarding pilots' training certificates

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1 Application guidance regarding training certificates

The training organisation must prepare a training certificate for the training given to the trainee in accordance with Traficom's requirements. The training certificate may also include a recommendation for pilot's theoretical knowledge examinations and skill tests. The training certificate must be in an easy-to-read and clear format. The training certificate is issued and signed by the head of training, a person separately authorized to act on their behalf, or a person specified in the training manual. The training certificate issued by the DTO is issued and signed by a representative, head of training or deputy head of training, unless otherwise recorded. An electronic signature is also accepted.

The certificate must show all ratings and rights to which it applies.

The training certificate must include at least the following details:

- Name of training organisation
- ATO certificate of approval number, DTO reference number or other identifier
- The title of the training certificate which shows the training given
- Training start and end date
- The date of signing the training certificate

The theory training certificate must additionally include the following details:

- Version of the training program
- References to the regulations where the training requirements are defined
- The student's theory training hours and completions by subject and the total number of hours, the minimum hours and completions required by the regulation (similar to Appendix 1 or with similar information)
- Possible credits for previous experience or training with reference to regulations and number of hours
- Possible additional information about the training

The flight training certificate must additionally include the following details:

- Version of the training program
- References to the regulations where the training requirements are defined
- The student's flight training hours and completions, the minimum hours and completions required by the regulation (similar to Appendix 1 or with similar information)
- Possible credits for previous experience or training with reference to regulations and number of hours
- Possible additional information about the training

The refresher training certificate must additionally include the following details:

- Assessment of the need for refresher training
- Start and end date of the refresher training
- References to the regulations where the refresher training requirements are defined
- Amount of completed refresher training
- Possible additional information about the refresher training

The certificate must be submitted as an attachment to the license application to Traficom. Electronically delivered certificates are recommended to be in PDF file format. Possible deficiencies in the training certificates lead to a positive or negative license decision through investigations. Traficom's aviation personal license decisions are subject to a fee. A minor applicant needs the consent of at least one official guardian. The guardian's consent is a prerequisite for participating in the exams or tests and issuing a license.

2 Enquiries:

You can find more information about applying for a license in the guide PEL T1-1.

If necessary, you can contact us using the contact form:
<https://www.traficom.fi/en/contact-form-aviation>

xx.x.2024

Jani Kosonen
Team Leader
Personal Licences

Appendix 1: Flight training certificate

Name of the training organisation and number of the approval certificate

Title describing the training

Start and end date of the training

Version of the training program

Regulatory references where the training is defined

Requirement and Regulation section	Minimum requirement	Student's completion
E.g. CPL(A) modular training (Appendix 3 E)		
3. Prerequisites (total)	150h	155h
12. Total flight time	200h	205h
12. a) PIC flight time	100h	105h
12. a) PIC cross-country flight time	20h	21h
12. a) VFR cross-country flight	300NM	15 May EFTP-EFPO- EFVA-EFTP (350NM)
...
Night flight training (FCL.810)		
Flight training during the night	5h	5h15min
Dual instruction during the night	3h	3h15min
Cross-country flight	1pcs (27NM)	30NM
Solo take-offs and full-stop landings	5+5	5+5
Basic Instrument flight training completed	Yes	Yes
...

Credits given to the student for previous flight training or experience:
E.g. PPL(H) total experience as a PIC 150h, credited 30h

Additional information about the training:

Signature of the head of training:

Date: