

**ADVISORY CIRCULAR**

No. : AC-28 -04-003  
Amendment(1)  
Date : February 2020

**A. SUBJECT:**

ICAO contracting states Flight Crew License Conversion.

**B. PURPOSE:**

This Advisory Circular (AC) provides guidance for ICAO contracting state Flight Crew License Conversion requirements.

**C. STATUS:**

This is the Amendment (1) of AC-28 -04-003 which was originally issued on 01 March 2017. It will remain current until it is withdrawn or superseded.

**D. CONTENTS:**

- 1.0 CARC Policy.
- 2.0 Private Pilot License (PPL) Conversion Requirements.
- 3.0 Commercial Pilot License (CPL) Conversion Requirements.
- 4.0 Multi Pilot License (MPL) Conversion Requirements.
- 5.0 Airline Transport Pilot License (ATPL) Conversion Requirements.
- 6.0 Flight Engineer License (FE) Conversion Requirements.

**E. REFERENCES:**

The following documents were used as reference material:

- JCAR FCL 1
- JCAR FCL 4
- ICAO Annex 1
- ICAO Document 9379



**ICAO CONTRACTING STATE LICENSE CONVERSION.****1.0 CARC policy. (JCAR FCL 1.015(c)).**

- 1.1 A professional pilot license issued by an ICAO contracting state may be converted to a JCAR-FCL 1 license provided that an arrangement exists between CARC and the ICAO contracting state. This arrangement shall be established on the basis of reciprocity of license acceptance and shall ensure that an equivalent level of safety exists between the training and testing requirements of CARC and the ICAO contracting state. Any arrangement entered into it will be reviewed periodically, as agreed by the ICAO contracting state and CARC. A license converted according to such arrangement shall have an entry indicating the ICAO contracting state upon which the conversion is based. Moreover all foreign flight crew licenses will be subject to verification by the authority of the state of issue before the start of conversion process.
- 1.2 Jordanians holding a professional pilot license issued by an ICAO contracting state may be converted to a JCAR FCL 1 license without arrangement existing between CARC and the ICAO contracting state.
- 1.3 A private pilot license issued in accordance with ICAO Annex 1 by an ICAO contracting states may be converted to a JCAR FCL 1 license without arrangement existing between CARC and the ICAO contracting state.
- 1.4 In all cases flight instructor ratings endorsed on foreign ICAO flight crew licenses will not be converted into JCAR flight crew licenses.
- 1.5 All foreign flight crew licenses will be subject to authentication by CARC before the start of conversion process.
- 1.6 A pilot shall hold a high school certificate (Passed Tawjeehi) or equivalent.
- 1.7 ICAO contracting state licenses last score in ICAO Universal Safety Oversight Audit Programme (USOAP) Continuous Monitoring Approach (CMA) shall be at or above the global average of IE %.



**2.0 ICAO contracting state private pilot license (PPL) conversion requirements.****2.1 ICAO contracting state Private Pilot License (PPL) with Single Pilot Airplane (SPA) Type / Class Rating Conversion Requirements. Applicant shall:**

- (a) Be at least 17 years of age.
- (b) Hold a valid ICAO contracting state Private Pilot License (PPL).
- (c) Hold a valid type /class rating (SPA), single engine or multi engine.
- (d) Hold a valid foreign Medical at least class 2.
- (e) Has a minimum of 100 Hrs as a pilot of an airplane.
- (f) Hold a valid JCAR-FCL3 Medical at least class 2.
- (g) Hold a valid JCAR FCL 1 English proficiency at least level 4.
- (h) Pass JCAR theoretical knowledge examination,
  - (1) Air Law.
  - (2) Human Performance & Limitations.
- (i) Pass type /class rating (SPA) PPL skill test according to JCAR FCL 1 appendix (2) 1.135.
- (j) The license will be converted into CARC PPL with single pilot airplane (SPA) class rating.

**2.2 ICAO contracting state Private Pilot License (PPL) with Instrument Rating (IR) and Single Pilot Airplane (SPA) Type /Class Rating Conversion Requirements. Applicant shall:**

- (a) Be at least 17 years of age.
- (b) Hold a valid ICAO contracting state Private Pilot License (PPL/ IR).
- (c) Hold a valid type /class rating (SPA), single engine or multi engine.
- (d) Hold a valid instrument rating, single engine or multi engine.
- (e) Hold a valid foreign Medical at least class 2 with instrument rating medical requirements.



- (f) Hold a valid ICAO English language proficiency at least level 4.
- (g) Has a minimum 100 Hrs as a pilot of airplane, including a minimum 30 Hrs IFR.
- (h) Hold a valid JCAR- FCL1 English language proficiency at least level 4.
- (i) Hold valid JCAR-Medical at least class 2. An applicant for an IR (A) shall be fit in accordance with JCAR FCL 3.355(b).
- (k) Pass JCAR theoretical knowledge examination:
  - (1) Air Law.
  - (2) Meteorology.
  - (3) Flight Planning & Performance
  - (4) Human Performance
- (j) Pass type /class rating (SPA) PPL skill test.
- (k) Pass instrument rating (IR) skill test (SPA) according to JCAR FCL1 appendix (1) and (2) 1.210.

Note: IR skill test (SPA) might be combined with PPL VFR Class Rating/Type Rating (SPA) skill test.

- (l) The license will be converted into CARC PPL/IR with single pilot airplane (SPA) class rating.

### **3.0 ICAO contracting state commercial pilot license (CPL) conversion requirements.**

#### **3.1 ICAO contracting state Commercial Pilot License (CPL) with Single Pilot Airplane (SPA) Type / Class Rating Conversion Requirements. Applicant shall:**

- (a) Be at least 18 years of age.
- (b) Hold a valid ICAO Commercial Pilot License (CPL).
- (c) Hold a valid class rating (SPA), single engine or multi engine.
- (d) Hold a valid foreign Medical class 1.
- (e) Has a minimum of 150 Hrs as a pilot of airplane (CPL integrated) or 200 Hrs (CPL Modular).



- (f) Hold a valid JCAR-FCL 3 Medical class 1.
- (g) Pass JCAR theoretical knowledge examination:
  - (1) Air Law.
  - (2) Meteorology.
  - (3) Operational Procedures.
  - (4) IFR Communications.
- (h) Pass type /class rating (SPA) CPL skill test.
- (i) The license will be converted into CARC CPL with single pilot airplane (SPA) class rating, single engine or multi engine.

**3.2 ICAO Contracting state commercial Pilot License (CPL) with Instrument Rating (IR) and Single Pilot Airplane (SPA) Type / Class Rating Conversion Requirements.** Applicant shall:

- (a) Be at least 18 years of age.
- (b) Hold a valid ICAO Commercial Pilot License (CPL).
- (c) Hold a valid type /class rating (SPA), single engine or multi engine.
- (d) Hold a valid Instrument rating (IR), single engine or multi engine (Class rating only).
- (e) Hold a valid ICAO English language proficiency at least level 4.
- (f) Hold a valid foreign Medical class 1.
- (g) Has a minimum of 180 Hrs as a pilot of airplane, including a minimum 30 Hrs IFR.
- (h) Hold a valid JCAR-FCL1 English language proficiency at least level 4.
- (i) Hold a valid JCAR-FCL3 Medical class 1.
- (j) Pass JCAR theoretical knowledge examination:
  - (1) Air Law.
  - (2) Meteorology.
  - (3) Operational Procedures.
  - (4) IFR Communications.



- (k) Pass type /class rating (SPA) CPL skill test requirements.
- (l) Pass IR skill test (SPA) revalidation requirements.

Note: IR skill test (SPA) might be combined with CPL VFR Class Rating/Type Rating (SPA) skill test.

- (m) The license will be converted into CARC CPL/IR with single pilot airplane (SPA) class rating.

**3.3 ICAO Contracting State Commercial Pilot License (CPL) with Multi Pilot Airplane (MPA) Type Rating Conversion Requirements.** Applicant shall:

- (a) Be at least 18 years of age.
- (b) Hold a valid ICAO Commercial Pilot License (CPL).
- (c) Hold a valid type rating multi pilot airplane.
- (d) Hold a valid ICAO English language proficiency at least level 4.
- (e) Hold a valid foreign Medical at least class 1.
- (f) Hold or have held ATPL theoretical knowledge, shall pass JCAR FCL1 ATPL theoretical knowledge examination (14 subjects).
- (g) If the applicant does not hold or have held ATPL theoretical knowledge, will not be exempted from theoretical knowledge course in the approved training organization and he shall pass JCAR FCL 1 ATPL theoretical knowledge examinations (14 subjects).
- (h) Hold a certificate of satisfactory completion of multi-crew co-operation (MCC) or have at least (500) Hrs as a pilot on multi-pilot helicopter, or have at least (500) Hrs as a pilot in multi-pilot operation on single pilot-airplanes JCAR - CS 23 multi-engine airplanes or equivalent.

If applicant does not fulfill 3.3(h) requirements, he shall satisfactorily complete JCAR multi-crew co-operation (MCC) course.

- (i) Hold a valid JCAR-FCL1 English language proficiency at least level 4.
- (j) Hold a valid JCAR-FCL3 Medical class 1.
- (m) Pass JCAR theoretical knowledge examinations (14 subjects).



- (k) Pass type rating (MPA) CPL skill test revalidation requirements.
- (l) The applicant shall met JCAR- FCL1.240 Type and class ratings – Requirements (Para 6) type transfer.
- (m) The license will be converted into CARC CPL with multi pilot airplane (MPA) type rating.

**4.0 ICAO Contracting State Multi Pilot License (MPL) Conversion Requirements.** Applicant shall:

- (a) Be at least 18 years of age.
- (b) Hold a valid ICAO Multi Pilot License (MPL).
- (c) Hold a valid type rating multi pilot airplane.
- (d) Hold a valid ICAO English language proficiency at least level 4.
- (e) Hold a valid ICAO Medical class 1.
- (f) Hold or have held ICAO ATPL theoretical knowledge to exempt the applicant from the required theoretical knowledge course in the approved FTO.
- (g) Hold a valid JCAR-FCL 1 English language proficiency at least level 4.
- (h) Hold a valid JCAR-FCL3 Medical class 1.
- (n) The applicant shall met JCAR FCL1.240 Type and class ratings – Requirements (Para 6) type transfer .
- (i) Pass all JCAR ATPL theoretical knowledge examinations (14 subjects).
- (j) Pass Type rating (MPA) skill test requirements.
- (k) The license will be converted into CARC MPL



**5.0 ICAO Contracting State Airline Transport Pilot License (ATPL) Conversion Requirements.****5.1 ICAO Contracting State Airline Transport Pilot License (ATPL) with Multi Pilot Airplane (MPA) Type Rating Conversion Requirements.** Applicant shall:

- (a) Be at least 21 years of age.
- (b) Hold a valid ICAO Airline Transport Pilot License (ATPL).
- (c) Hold a valid Multi Pilot Airplane (MPA) type rating.
- (d) Hold a valid ICAO English language proficiency at least level 4.
- (e) Hold a valid foreign Medical class 1.
- (f) Hold or have held ICAO ATPL theoretical knowledge to exempt the applicant from the required theoretical knowledge course in the approved FTO.
- (g) **Flight experience:** At least (1500) Hrs of flight time as a pilot of airplanes that includes:
  - (1) Flight Simulator & Flight Navigation Procedures Trainer (FS & FNPT) time. Up to 100 Hrs on FS & FNPT of which a maximum 25 Hrs are on FNPT.
  - (2) Multi Pilot Airplane (MPA) Time. At least 500 Hrs MPA experience on JCAR CS 25/23 airplanes.
  - (3) Pilot in Command (PIC) Time. At least 500 Hrs PICUS, or at least 250 Hrs PIC, or at least 250 Hrs PICUS and PIC of which PIC is at least 70 Hrs.
  - (4) Cross Country Time. At least 200 Hrs, of which at least 100 Hrs as PIC or PICUS.
  - (5) Instrument Time. At least 75 Hrs of instrument time of which a maximum of 30 Hrs is instrument ground time.
  - (6) Night Flight Time. At least 100 Hrs as PIC or co-pilot.
- (h) Hold a valid JCAR-English language proficiency at least level 4.
- (i) Hold a valid JCAR Medical class 1.
- (j) The applicant shall met JCAR FCL1.240 Type and class ratings – Requirements (Para 6) type transfer.



- (k) Pass all JCAR ATPL theoretical knowledge examinations (14 subjects).
- (l) Pass type rating (MPA) skill test requirements.
- (m) The license will be converted into CARC ATPL (Co - pilot).

**5.2 ICAO Contracting State Airline Transport Pilot License (ATPL) with Single Pilot Airplane (SPA) Type / Class Conversion Requirements.** Applicant shall:

- (a) Be at least 21 years of age.
- (b) Hold a valid ICAO Airline Transport Pilot License (ATPL).
- (c) Hold a valid type /class rating (SPA), single engine or multi engine.
- (d) Hold a valid Instrument rating, single engine or multi engine (Class rating only).
- (e) Hold a valid ICAO English language proficiency at least level 4.
- (f) Hold a valid foreign Medical class 1.
- (g) Hold a valid JCAR-FCL1 English language proficiency at least level 4.
- (h) Hold a valid JCAR-FCL3 Medical class 1.
- (i) The applicant shall met JCAR FCL1.240 Type and class ratings – Requirements (Para 6) type transfer.
- (j) Pass all JCAR ATPL theoretical knowledge examinations (14 subjects).
- (k) Pass type /class rating (SPA) ATPL skill test requirements.
- (l) Pass IR skill test (SPA) requirements (Class rating only).

Note: IR skill test (SPA) might be combined with ATPL Class Rating (SPA) skill test.

- (m) The license will be converted into CARC ATPL with single pilot airplane (SPA) type/class rating.
- (n) If the applicant transfer to multi engine multi pilot airplane the applicant shall met JCAR FCL1.240 (Para 6) – Requirements (co-pilot).



**6.0 FOREIGN ICAO FLIGHT ENGINEER LICENSE (FE) CONVERSION REQUIREMENTS.** Applicant shall:

- (a) Hold a valid ICAO Flight Engineer license (FE).
- (b) Hold a valid Multi Pilot Airplane (MPA) type rating.
- (c) Hold a Valid ICAO medical class 1.
- (d) Hold a valid ICAO English language proficiency at least level 4.
- (e) Hold a valid JCAR-FCL3 Medical class 1 certificate.
- (f) Hold a valid JCAR-FCL1 English language proficiency at least level 4.
- (g) Pass JCAR FCL 1 Air Law theoretical knowledge examination.
- (h) Pass Flight Engineer type rating skill test requirements of JCAR-FCL 4.245 relevant to the privileges of the license held.

The license will be converted into JCAR FE with multi pilot airplane (MPA) type rating.



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