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# AIC

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## GROUND EXAMINATION REQUIREMENTS FOR PROFESSIONAL FLIGHT CREW LICENSING AND INSTRUMENT RATING.

### 1. Introduction

- 1.1 This Aeronautical Information Circular (AIC) is issued in the exercise of the powers conferred under Section 24(O) of the Civil Aviation Act 1969.
- 1.2 This AIC set forth means that would be acceptable to DCA for the purpose of complying with Regulation 41 of the Civil Aviation Regulations 1996.

### 2. Background

- 2.1 DCA Malaysia is in the process of replacing UK Civil Aviation Authority (CAA) papers to European Joint Aviation Authority (JAA) papers. The UK CAA is migrating to JAA papers and as such has stopped producing new materials for Civil Aviation Publication (CAP) 54 Examination in which the present UK CAA papers are based upon. It is only natural that DCA Malaysia to follow suit. The following paragraphs explain in details the classifications and requirements of the Professional Pilot Ground Examination which the DCA Malaysia shall be adopting and implementing with effect from **1 January 2010.**

### 3. Examination Paper Classification

- 3.1 In order to qualify for a Professional Flight Crew Licence and Instrument Ratings which comprises of:
  - a. Commercial Pilot License Aeroplane CPL(A),
  - b. Commercial Pilot License Helicopter CPL(H),
  - c. Airlines Transport Pilot License Aeroplane ATPL(A) and
  - d. Airlines Transport Pilot License Helicopter ATPL(H);

a candidate is required to pass a series of ground examinations. These ground examinations are classified into two groups: Group 1 – DCA Local Paper and Group 2 – JAA Paper (managed by CAA International UK). All candidates will be advised at the time of initial application as to which paper they need to pass to qualify for a particular license.

**3.2 Group 1: DCA – Local Papers**

- a. Airlaw 1
- b. Airlaw 2
- c. Human Performance and Limitations (HPL)
- d. Aircraft Type Technical (in appropriate class/category)

**3.3 Group 2: JAA Papers (CAAI UK)**

- a. Principle of Flight (POF) Aeroplane or Helicopter
- b. Airframes (ATPL only)
- c. Aircraft General Knowledge (CPL only)
- d. Instrumentation (ATPL only)
- e. General Navigation
- f. Radio Navigation (ATPL only)
- g. Meteorology
- h. Flight Planning and Monitoring (ATPL only)
- i. Flight Performance and Planning (CPL only)
- j. Visual Flight Rules (VFR) Communications
- k. Instruments Flight Rules (IFR) Communications (ATPL only)
- l. Performance (ATPL only)
- m. Mass and Balance (ATPL only)
- n. Operational Procedures

**4. Examination Papers Based on The License Applied (refer Table 1)**

**4.1 Commercial Pilot License Aeroplane with Instrument Rating  
CPL/IR (A) – Frozen ATPL (A)**

**4.2 Commercial Pilot License Aeroplane CPL (A)**

**4.3 Commercial Pilot License Helicopter with Instrument Rating  
CPL/IR (H) – Frozen ATPL (H)**

**4.4 Commercial Pilot License Helicopter CPL (H)**

Note 1:

- (a) Candidate shall sit and pass Aircraft Type Technical before Flight Test (Certificate of Test [C of T]) and License Endorsement can be made.
- (b). Candidate shall pass Radio Telephony Practical (RTP) before commencing solo flight during Private Pilot License (PPL) stage of flying. VFR Communication exam may be taken later during CPL flying stage (together with IFR Communication for CPL/IR course) but the subject shall be taught earlier during PPL stage. Registration for VFR Communication shall include payment for RTP.

## **5. Examination Sequence (refer Table 2)**

- 5.1 A candidate shall pass all the subjects within the stipulated period of time to be eligible for the issuance of the professional license.
- 5.2 A candidate undergoing integrated flight training at an Approved Flying Training Organization (AFTO) is required to follow the approved schedule (Sequence 1 or 2) for the examination which the AFTO needs to adhere to complete the training within the timeframe. AFTO may decide to have local DCA papers in any of the phases of the Sequence chosen. However, once a particular sequence is adopted, it shall become the AFTO standards.
- 5.3 A candidate who is taking the examination privately and not undergoing an AFTO course, shall have to sit those papers in three phases (Sequence 1).

## **6. Examination Rules on Passing and Re-sitting**

- 6.1 A candidate undergoing integrated flight training at an AFTO will have to complete and pass all the ground examinations within the maximum period of twenty (20) months from the day the candidate starts his course, failing which he/she is deemed to have failed in his/her flying course.
- 6.2 An individual candidate who is not undergoing integrated flight training in any AFTO or undergoing an abridged course, he/she will have to complete and pass all the ground examinations within a maximum period of twelve (12) months from the date the candidate sit for the first exam in Phase One, failing which he/she is deemed to have failed the cycle. He/she shall have to re-sit all the papers after a grace period of three (3) months at the expiry of twelve (12) months period.
- 6.3 A candidate shall follow the examination sequence as laid down in Table 2 and shall sit for all the appropriate papers in that phase. However papers on Phase Two shall ALL be taken for the first time. Candidate must pass at least one (1) of the papers in Phase Two to be eligible to re-sit the failed papers in that phase individually. Otherwise the candidate shall have to repeat the whole papers in Phase Two again as if he/she sits for the first time. This does NOT apply to those papers in Phase One and Phase Three, which a candidate may opt to sit them individually. But the timeframe and number of attempts to pass all the papers remain the same.
- 6.4 Maximum number of attempts on each paper shall be four (4) that is one (1) plus three (3) re-sits. If any of the papers have been taken four (4) times, a grace period of six (6) months shall be applied from the date of the last exam which subject he/she has failed, after which period he/she may register for that particular paper.
- 6.5 All individual papers have a passing mark of 75 %. Radio Telephony Practical will be assessed as Pass or Fail.

## **7. Upgrade CPL to ATPL**

- 7.1 Candidates who do not go for CPL/IR (Frozen ATPL) course in any AFTO may opt for CPL license initially. In order for them to upgrade their license to ATPL, they shall be required to sit for:

- a. **ATPL (A)**
  - i. Radio Nav
  - ii. Instrumentation
  - iii. Flight Planning and Monitoring
  - iv. IFR Comm
  - v. Performance
  - vi. Mass and Balance
- b. **ATPL (H)**
  - i. Radio Nav
  - ii. Instrumentation
  - iii. Flight Planning and Monitoring
  - iv. IFR Comm
  - v. Mass and Balance

**8. Special Exemption For Non-Licensed Qualified Military Pilot (QMP) or Maritime Pilot, after this will be referred to as Qualified Government Pilot, (QGP) – (refer Table 3)**

- 8.1 A QGP who is eligible for full exemption based on his flying hours and experience shall be required to sit for:
- a. **CPL/IR (A) – Frozen ATPL (A)** or
  - b. **CPL (A)** or

Note 2: For conversion to ATPL Aeroplane, refer to 10.2.1

- c. **CPL/IR (H) – Frozen ATPL (H)** or
- d. **CPL (H)**

Note 3: For conversion to ATPL Helicopter, refer to 10.2.2

- 8.2 All examinations shall be completed within twelve (12) months from the date of the first sitting. Other conditions shall be similar to paragraphs 5, 6 and 10.

**9. Conversion to Malaysian License from Foreign License**

- 9.1 Candidate who possesses a recognized Foreign CPL wishing to convert to Malaysian CPL/IR shall have to go through an abridged course in our local AFTO. This candidate shall have to sit for our DCA local and JAA papers as listed below:
- a. Airlaw 1
  - b. Airlaw 2
  - c. HPL
  - d. IFR Communications
  - e. General Navigation

- f. Radio Navigation
- g. Meteorology
- h. Flight Planning & Monitoring
- i. Instrumentation
- j. Performance
- k. Mass & Balance
- l. Operational Procedures
- m. Type Technical (appropriate class/category)

9.2 All examinations shall be completed within twelve (12) months from the date of the first sitting. Other conditions shall be similar to paragraphs 5, 6 and 10.

## **10. Validity Period**

10.1 Candidates for all professional flight crew licenses will be required to pass all the relevant (Group 1 and Group 2) papers: within the twelve (12) months period from the date of the first sitting in the case of private candidate and those on an abridged course; and in the case of AFTO, twenty (20) months period from the date of registration for the course to begin. Since theory examinations, flight testing and experience requirements will also have to be met within the same twelve (12) and twenty (20) months period, candidates and AFTOs are advised to plan their training, testing and examination activities accordingly.

### **10.2 Extended validity – ATPL (A/H) (Frozen – CPL/IR) Group 2 - JAA Papers**

10.2.1 Candidates who do not meet the minimum flying experience for the issuance of ATPL (A), the results of the above examination (Group 2) shall remain valid for a period of five (5) years from the date of successful completion of the examinations. During this period, the applicant must satisfy the flying experience, appropriate aircraft rating, instrument rating and other qualifying requirements for the grant of ATPL (A) otherwise the examination results shall become invalid and the candidate shall have to sit for a certain Group 2 papers again under the same conditions as before. After five (5) years period has lapsed and candidate unable to meet minimum flying experience requirement for the issuance of ATPL (A) license, he/she shall have to sit:

- a. Radio Nav
- b. Instrumentation
- c. Flight Planning and Monitoring
- d. Performance
- e. Mass & Balance

10.2.2 For conversion to ATPL Helicopter from CPL/IR (Frozen ATPL), a candidate shall meet the minimum flying hours required and shall have a multi-engine helicopter rating in appropriate class/category above 5700 kg in his license and Instrument Rating. A certain Group 2 papers taken for the issuance of the license shall have validity of five (5) years. After five (5) years period has lapsed and candidate unable to meet minimum flying experience requirement for the issuance of ATPL (H) license, he/she shall have to sit:

- a. Radio Nav
  - b. Instrumentation
  - c. Flight Planning and Monitoring
  - d. Mass & Balance
11. This Circular is issued for information, guidance and necessary action and will supercede the contents of AIC 7/03 dated 11 September 2003

**DATO' AZHARUDDIN ABDUL RAHMAN**  
**Director-General**  
**Department of Civil Aviation**  
**Malaysia**

TABLE 1 – EXAMINATION PAPERS BASED ON LICENSE APPLIED

SUBJECT		TYPE OF PROFESSIONAL LICENSE			
		AEROPLANE		HELICOPTER	
		ATPL (4.1)	CPL (4.2)	ATPL (4.3)	CPL (4.4)
<b>DCA – LOCAL PAPERS (GROUP 1)</b>					
1	AIRLAW 1	X	X	X	X
2	AIRLAW 2	X	X	X	X
3	HUMAN PERFORMANCE AND LIMITATIONS (HPL)	X	X	X	X
4	TYPE TECHNICAL (appropriate class/category)	X	X	X	X
<b>JAA PAPERS – CAAI UK (GROUP 2)</b>					
1	PRINCIPLE OF FLIGHT (AEROPLANE OR HELICOPTER)	X	X	X	X
2	AIRFRAMES	X		X	
3	AIRCRAFT GENERAL KNOWLEDGE		X		X
4	VFR COMMUNICATIONS	X	X	X	X
5	IFR COMMUNICATIONS	X		X	
6	GENERAL NAVIGATION	X	X	X	X
7	RADIO NAVIGATION	X		X	
8	METEOROLOGY	X	X	X	X
9	INSTRUMENTATION	X		X	
10	FLIGHT PLANNING AND MONITORING	X		X	
11	FLIGHT PERFORMANCE AND PLANNING		X		X
12	PERFORMANCE	X			
13	MASS AND BALANCE	X		X	
14	OPERATIONAL PROCEDURES	X	X	X	X
<b>TOTAL PAPERS</b>		<b>16</b>	<b>11</b>	<b>15</b>	<b>11</b>

TABLE 2 – EXAMINATION SEQUENCE

		SEQUENCE 1	SEQUENCE 2
1	PHASE ONE	AIRLAW 1	AIRLAW 1
2		AIRLAW 2	AIRLAW 2
3		HPL	HPL
4		POF	POF
5		AIRFRAMES (A)	AIRFRAMES (A)
6		AIRCRAFT GEN KNOWLEDGE (C)	AIRCRAFT GEN KNOWLEDGE (C)
7		VFR COMM	VFR COMM
8		IFR COMM (A)	IFR COMM (A)
1	PHASE TWO	GEN NAVIGATION	GEN NAVIGATION
2		RADIO NAVIGATION (A)	RADIO NAVIGATION (A)
3		METEOROLOGY	METEOROLOGY
4		FLT PLANNING & MONITORING (A)	FLT PLANNING & MONITORING (A)
5		FLT PERFORMANCE & PLANNING (C)	FLT PERFORMANCE & PLANNING (C)
6		INSTRUMENTATION (A)	INSTRUMENTATION (A)
7			PERFORMANCE (A)
8			MASS AND BALANCE (A)
9			OPERATIONAL PROCEDURES
			TYPE TECHNICAL
1	PHASE THREE	PERFORMANCE (A)	
2		MASS AND BALANCE (A)	
3		OPERATIONAL PROCEDURES	
4		TYPE TECHNICAL	

NOTE: C – CPL ONLY

A – ATPL ONLY

TABLE 3 - EXAMINATION PAPERS BASED ON LICENSE APPLIED (Qualified Government Pilot - QGP)

SUBJECT		TYPE OF PROFESSIONAL LICENSE			
		AEROPLANE		HELICOPTER	
		ATPL 8.1(a)	CPL 8.1(b)	ATPL 8.1(c)	CPL 8.1(d)
<b>DCA – LOCAL PAPERS (GROUP 1)</b>					
1	AIRLAW 1	X	X	X	X
2	AIRLAW 2	X	X	X	X
3	HUMAN PERFORMANCE AND LIMITATIONS (HPL)	X	X	X	X
4	TYPE TECHNICAL (appropriate class/category)	X	X	X	X
<b>JAA PAPERS – CAAI UK (GROUP 2)</b>					
1	PRINCIPLE OF FLIGHT (AEROPLANE OR HELICOPTER)				
2	AIRFRAMES				
3	AIRCRAFT GENERAL KNOWLEDGE				
4	VFR COMMUNICATIONS				
5	IFR COMMUNICATIONS	X		X	
6	GENERAL NAVIGATION	X	X	X	X
7	RADIO NAVIGATION	X		X	
8	METEOROLOGY	X	X	X	X
9	INSTRUMENTATION	X		X	
10	FLIGHT PLANNING AND MONITORING	X		X	
11	FLIGHT PERFORMANCE AND PLANNING		X		X
12	PERFORMANCE	X			
13	MASS AND BALANCE	X		X	
14	OPERATIONAL PROCEDURES	X	X	X	X
<b>TOTAL PAPERS</b>		<b>13</b>	<b>8</b>	<b>12</b>	<b>8</b>