

## How to complete Aeronautical Experience form

The following are guidelines with regards to completing the JCAB Aeronautical Experience Form (henceforth A.E. Form). The A.E. Form must be completed correctly and accurately as per the below guidelines prior to forwarding your application for formal document evaluation. Please ensure that all flight times are in “hours:minutes” format. For example, if you have 3.2 recorded for a flight, it becomes 3:12. Please use the following table as a reference for converting decimals to minutes.

Time in Decimals	Time in Minutes
0.1	6 minutes
0.2	12 minutes
0.3	18 minutes
0.4	24 minutes
0.5	30 minutes
0.6	36 minutes
0.7	42 minutes
0.8	48 minutes
0.9	54 minutes

The following are instructions to fill in the A.E. form. (the numbers stated below correspond to the section number in the A.E. form). Note that, *should you be successful and accepted to Peach Aviation, you will need to present the A.E. form and logbooks with matching figures for purposes of submittal to the JCAB for conversion of your license and application for the Air Law exam.*

- 1. Name:** Fill in your full name as stated in your passport.
- 2. Nationality:** Fill in your nationality of the country as stated in your passport.
- 3. DOB:** Fill in your date of birth in YYYY-MM-DD format as stated in your passport.
- 4. Present address:** Fill in your full present address (where you currently reside) along with the postal code (zip code) as well as the name of the country.
- 5. Permanent address:** Fill in your permanent address along with the postal code (zip code) as well as the name of the country.
- 6. Education:** Fill in your latest educational qualification.

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### **7. Occupation:**

Please fill in all your flight experience including your flight time when you were a student.

**Position:** Fill in your position such as Captain, First officer, Flight Engineer/Navigator or student. Ensure that you fill in each position in a separate row.

**A/C Type:** Fill in the aircraft type and be as specific as possible. (e.g. PA-35, A320 etc.). Ensure that you fill in the flight time for each aircraft type separately (e.g. the flight times for A320 and A321 should be filled in separately)

**Flight time:** Fill in the flight hours for each position and A/C type based on your logbook. The flight times for each position such Captain, First Officer etc. should be filled in separately. Ensure that the sum of flight times match the grand total flight time on your latest Logbook page.

### **8. Classification of Flight Time**

**Total Time:** This total Flight Time should be the same as the grand total on your latest log book page. It should also be equal to the total of all the individual entries under Section 7 of the A.E. form, the section that details your employment history and private flying history.

Ensure that Total flight time = Total P.I.C time + Total Solo time + Total Dual Given time + Total Co-Pilot time + Total F/E time.

**P.I.C:** Defined as the flight time where you are in actual command of the aircraft. Note that this does not include ICUS, PUS, SIM time, Cruise Captain or any other time when you are not the operating Captain of the aircraft.

**Solo Flight:** Defined as the flight time logged before obtaining your Private Pilot's license. Add up the hours that you flew without an instructor before you obtained your PPL. Note that this does not count as part of your P.I.C time mentioned above.

**Dual Given:** Defined as flight time logged when receiving instructions in your career up through check out as First Officer with your first airline company. Ensure you don't include these flight hours in your Co-pilot time.

**Co-Pilot:** Fill in your ICUS/PUS/Cruise Captain time here. Do not include any dual instruction received or dual given flight time in this category.

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**F/E**: Fill in the time flown as a flight engineer or the time flown as a flight engineer trainee. (Include OJT time as well)

**F/Navigator**: Fill in the time flown as a flight navigator or the time flown flight navigator trainee. (Include OJT time as well)

**INST.(HOOD)**: Fill in the time flown under hooded instrument.

**INST.(IMC)**: Fill in the time flown under Instrument Meteorological Conditions. Please note, Instrument time is actual IMC time, not the time under IFR flight plan.

**Night P.I.C**: Fill in the time flown as P.I.C at night. Ensure that this does not exceed the total P.I.C time filled above.

**Night Solo**: Fill in the Solo flight time at night. Ensure that this does not exceed the total Solo time filled above.

**Night except P.I.C/Solo**: Fill in the time flown excluding P.I.C and/or Solo.

**X-C P.I.C**: Fill in the cross-country flight time flown as P.I.C. Ensure that this does not exceed the total P.I.C time filled above.

**X-C Solo**: Fill in the cross-country solo flight time.

**X-C Night P.I.C**: Fill in the cross-country flight time flown as P.I.C at night. Ensure that this does not exceed the total P.I.C time filled above.

**SIM Time**: Fill in the flight time flown in a Flight Simulator.

## **9. Detail of Cross country**

Fill in details of your recent cross country flight

'Cross country flight' is defined as a flight that satisfies the following:

- a. a total flight distance of more than 100km,
- b. a full stop landing at two or more airports before...
- c. reaching the final destination.

<Example>

DEPARTURE: KIX

VIA: HND

POINT OF ARRIVAL: CTS

PLACE OF LANDING: HND, CTS

DATE: Recent date

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### **10. Pilot Certificate Type and Number**

**Type and number:** Fill in the license number as stated on your ATPL.

**Country Issued:** Fill in the name of the country that issued your ATPL.

**Date Issued:** Fill in the date your license was issued in YYYY-MM-DD format.

### **11. Medical Certificate**

**Class:** Fill in the class as stated in your medical certificate.

**Country issued:** Fill in the name of the country that issued your medical certificate.

**Date Examined:** Fill in the date on which you took your medical examination.

**Expiration date:** Fill in the date on which your medical certificate expires.

Once you complete filling in all the above details, ensure that you sign on the A.E. form along with filling in the date in YYYY-MM-DD format. We thank you for your efforts in filling up the A.E. form and look forward to receiving your complete application package soon.