

Checklist

Registration PPL Theoretical Knowledge Training

☐ **Signed training contract**

Will be prepared by us as soon as we have received all documents.

☐ **Valid Class 2 medical certificate (copy)**

In the case of a Class 2 medical certificate, pure-tone audiometry must be entered.

☐ **Colour, clear and easily legible copy of passport or identity card ***

** This proof must be provided before the start of training*

The copy must be certified by the Head of Training. Alternatively, a certified copy must be submitted.

☐ **Submission of the declaration on pending criminal proceedings (see annex) ***

** This proof must be provided before the start of training*

☐ **Current extract from the Register of Driving Offences (Verkehrszentralregister)**

Application and further information at www.kba.de. The extract will be sent to you and must be forwarded to us.

☐ **Positive result of the background check in accordance with § 7 LuftSiG (ZÜP) ***

** This proof must be provided before the start of training*

The application must be submitted to the competent state aviation authority (Landesluftfahrtbehörde). An overview can be found at:

https://www.lba.de/DE/Presse/Landesluftfahrtbehoerden/Landesluftfahrtbehörden_node.html.

Persons residing abroad should contact the Niedersächsische Landesbehörde für Straßenbau und Verkehr, Sophienstraße 5, 38304 Wolfenbüttel, Germany.

☐ **Completed applicant notification (Bewerbermeldung) in accordance with § 19 LuftPersV**

Fill in your personal data etc. as completely as possible and return the form to us. You can find the form at:

<https://www.bezreg-muenster.de/zentralablage/dokumente/luftverkehr/luftfahrtpersonal/ausbildungsbetriebe/bewerbermeldung.pdf>

☐ **Contact details**

- Emergency contact (name, number and relationship to the emergency contact)
- Student's mobile phone number

☐ **Special notes**

- Special information, e.g. allergies, medication, etc. (voluntary information)

Declaration of the trainee

I declare that

- a) no judicial penalties have been imposed on me,
- b) no criminal proceedings are currently pending against me,
- c) I have not been involved in an aircraft accident to date.

An application for a **background check (Zuverlässigkeitsprüfung)** for aviation personnel pursuant to § 7 of the German Aviation Security Act (LuftSiG) has been submitted by me to my competent aviation authority.

I will apply for an extract from the Register of Driving Offences (Verkehrszentralregister) at the

Kraftfahrt-Bundesamt (Federal Motor Transport Authority)

24932 Flensburg, Germany

without delay and will forward it to the licensing authority immediately upon receipt (the extract will not be sent directly to the authority).

The signature on the application letter to the Kraftfahrt-Bundesamt must be certified by an authority holding an official seal.

Without this certification, the application – which must state, in addition to the family name and, if applicable, the birth name, all first names, date of birth and place of birth – will be returned unprocessed by the Kraftfahrt-Bundesamt.

Address:

(in block letters)

(first name and surname)

(street and no.)

(place)

(date)

(postcode and place)

(signature)