

Part I : Applicant's Information			
Name of Organisation:		ATO certificate no.: FTO-XXXX or ATCO-XXXX or MTO-XXXX	
Title of proposed Training Program: ATP MODULAR COURSE		Date of Submitted: DD – MMM – YY Proposed Course Start Date: DD – MMM – YY	Application No.: (For CAAT)
Prior Approval	Type of Submission ☐ Initial ☐ Amendment	No. of Attempt ☐ 1 st attempt ☐ 2 nd attempt ☐ 3 rd attempt	
Coordinator Name/ contact: 1. Mr. XXX YYYY/ email 2. Mr. XXX YYYY/ email			
The following documents are submitted with this application by applicant: ☐ 1. Intention letter on the applicant's company letterhead specifying the title of the training programme ☐ 2. Checklist for Training Manual Approval (If applicable) ☐ 3. Draft Manual ☐ 4. Reference of training material/Other relevant documents or required by competent official.....			
Please ensure that • There is a list of effective pages. Every page is identified with a page number, a date and a revision number . • Training materials and Examination Tests, in any format, shall be made accessible for CAAT inspector • Reference in the applicable Training Program should be detail appropriate with training materials • Organisation declaration and signature in the first page must be signed			
Declaration and Signature the information provided in this form is complete and correct and that the documents provided are genuine. Signature:Applicant's Name/ :Date:			

Part II		Competent Official Use Only	
Check Submitted document			
1 st checked ☐ Complete date..... ☐ Incomplete date..... Signature/Name:	2 nd checked ☐ Complete date..... ☐ Incomplete date..... Signature/Name:	3 rd checked ☐ Complete date..... ☐ Incomplete date..... Signature/Name:	Financial (If applicable) ☐ Invoice No..... Date:..... ☐ Receipt No..... Date:.....
Verification result: ☐ Accept ☐ Reject			
This compliance check form has been verified by: Signature: Name: Date: (If applicable) Under supervision of: Signature: Name: Date:			
Instructions: 1) ATO is to conduct a self-assessment as part of its compliance check by providing manual references into the ‘Compliance checked by ATO’. 2) Failure to complete this form may result in a delay in approval processing. After 3 rd rejected, applicant shall start the new process from the beginning with the new intention letter. 3) Each check list item shall be assessed and given a result either ‘Satisfactory - (S)’, ‘Unsatisfactory - (U)’ or ‘Not applicable - N/A’ a. ‘Satisfactory’ or ‘S’ refers to satisfactory level. It shall be given if the applicant is able to provide or demonstrate adequate of CAAT regulatory compliant evidence, reliable records of implementation and demonstrate a sound knowledge if interview of relevant personnel are performed. Also, all sub-items must be satisfied. b. ‘Unsatisfactory’ or ‘U’ refers to unsatisfactory level. It shall be given if any actions found not to be in compliance with CAAT rules and regulations or not to be conformed to any applicant ’s documentation as well as any actions being done without evidence of records. c. ‘N/A’ shall be given when information in a certain table cell is not provided, because it does not apply to a particular case in question. 4) Remarks column, inspection result information shall be recorded, both satisfactory or unsatisfactory, the information shall be detailed enough to support the inspection result. 5) Signature block: the following shall be filled. a. Name & surname, in capital letters b. Signature c. Signed date in DD Month (e.g. JAN) and year (in C.E.) 6) Provide detail in each subtopic/content of every subjects. 7) Checklist does not address Training Manual requirements as per TCAR PEL Part ORA. Applicant shall provide separate Training Manual checklist for review and approval along with this checklist. 8) The Theoretical Knowledge Checklist shall be submitted along with this checklist for both initial approvals and amendments affecting theoretical knowledge training			

Note: All fields/items shall be completed. In fields/items for which there is no answer or is not used, mark a horizontal straight line or enter "N/A" or shaded with a reason.

No.	Regulatory Requirement(s)			Compliance checked by ATO				CAAT Officials Use Only		
	Subject	Description	Reference	Yes	No	N/A	Reference (Section/Chapter/ Page/Topic No.)	S	U	Remark
	General Requirement									
1	Pre-entry requirement	hold at least a PPL(A) issued in accordance with Annex 1 to the Chicago Convention; and complete at least the following hours of theoretical knowledge instruction:	TCAR PEL PART FCL APPENDIX3, B							
2	Training hours required	(1) for applicants holding a PPL(A): 650 hours; (2) for applicants holding a CPL(A): 400 hours; (3) for applicants holding an IR(A): 500 hours; (4) for applicants holding a CPL(A) and an IR(A): 250 hours.	TCAR PEL PART FCL APPENDIX3, B							
3	Applicant Knowledge	When ensuring that the applicant complies with the prerequisites for the course, in accordance with ORA.ATO.145, the ATO should check that the applicant has enough knowledge of mathematics, physics and English to facilitate the understanding of the theoretical knowledge instruction content of the course.	AMC1 to APPENDIX3, C., (a)							
4	Training Hours Definition	Whenever reference is made to a certain amount of hours of training, this means a full hour. Time not directly assigned to training (such as breaks, etc.) is not to be counted towards the total amount of time that is required.	AMC1 to APPENDIX3 (b)							
5	Aim of the course	The aim of this course is to train pilots who have not received the theoretical knowledge instruction during an integrated course to the level of theoretical knowledge required for the ATPL.	AMC1 to APPENDIX3, B, (a)							
6	Instructional Methods and Activities	The 500 hours of instruction, which also cover the Area 100 KSA, may include in suitable proportions: (1) classroom work; (2) lessons; (3) tutorials; (4) demonstrations, including those supported by demonstration equipment; (5) exercises carried out as groups or individuals and based on pre-flight and en-route planning, communications, presentations and projects;	AMC1 to APPENDIX3, C., (b)							

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		(6) exercises that use demonstration equipment or training devices; (7) directed study including workbook exercises or assignments; (8) aerodrome or aviation industry field trips; (9) computer-based training and e-learning elements; (10) progress tests, Area 100 KSA assessments and mental maths test(s); and (11) other training methods, media and tools approved by the CAAT.								
		<i>Approved distance-learning (correspondence) courses may also be offered as part of the course. The minimum amount of classroom instruction, as required by ORA.ATO.305, may include all of the above except item (b)(9).</i>								
7	Period of Training	The ATP modular course should be completed within 18 months. This period may be extended where additional training is provided by the ATO. The flight instruction and skill test need to be completed within the period of validity of the pass in the theoretical examinations.	AMC1 to APPENDIX3, C., (c)							
8	Theoretical Knowledge Examination	Applicants for the issue of an ATPL shall demonstrate a level of knowledge appropriate to the privileges granted in the following subjects: (1) subject 010 air law (2) subject 021 aircraft general knowledge — airframe, systems and power plant (3) subject 022 aircraft general knowledge — instrumentation (4) subject 031 flight performance and planning — mass and balance (5) subject 032 flight performance and planning — performance — aeroplanes (6) subject 033 flight performance and planning — flight planning and monitoring (7) subject 034 flight performance and planning — performance — helicopters (8) subject 040 human performance and limitations (9) subject 050 meteorology (10) subject 061 navigation — general navigation (11) subject 062 navigation — radio navigation (12) subject 070 operational procedures (13) subject 081 principles of flight — aeroplanes (14) subject 082 principles of flight — helicopters (15) subject 090 communications (16) subject area 100 knowledge, skills and attitudes (ksa)	TCAR PEL PART FCL FCL.515							

