

Advisory Circular

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Requirements on Air Transport Companies Intending to Send Student Pilots for Training Overseas

Contents

I. Purpose.....	3
II. Scope of Application.....	3
III. Requirements on Foreign Pilot School's Qualifications and Management	3
IV. Responsibilities of the Airline.....	11
V. Other Requirements	15
VI. Effective Date.....	17
Annex I: Initial Verification Information.....	18
Annex II: Renewal Verification Information.....	21
Annex III. Training Requirements for Differential Airline Transport Pilot Licence Theory Course	233

I. Purpose

This Advisory Circular is established in accordance with CAAC Regulations including “Rules for Certifying Civilian Aircraft Pilot Training Schools” (under CCAR-141), “Rules for Certifying Air Carriers Operating Large Aircraft” (under CCAR-121) and “Rules for Certifying Civilian Aircraft Pilots, Flight Instructors and Ground Instructors” (under CCAR-61), for the purpose of further standardizing the practice by air transport companies operating under CCAR-121 (hereinafter referred to as airlines) of sending student pilots to overseas flight training schools (hereinafter referred to as foreign pilot schools) for Integrated ATPL Course and High Performance Aircraft Training (HPAT) Course, and to address the needs of airlines that require the sending of a large number of students overseas for training.

II. Scope of Application

This advisory circular is only applicable to airlines that operate under CCAR-121 and foreign schools approved by CAAC for the conduct of flight training of the students sent abroad by airlines.

This advisory circular is not applicable to pilots employed by companies operating under CCAR-91 or CCAR-135, or pilots with PPL, as these pilots may apply to convert their foreign licences under AC-61-01 when they return to China.

III. Requirements on Foreign Pilot School’s Qualifications and Management

1. Application and acceptance: The Flight Standards Department (FSD) is responsible for receiving and deciding whether to accept the application of foreign pilot schools.

A foreign pilot school that applies, for the first time, to train pilots sent by Chinese airlines, shall meet the following basic requirements:

(1) The country where the foreign pilot school is located is a signatory of the International Civil Aviation Organization Convention and has established diplomatic ties with China;

(2) The foreign pilot school has obtained an Air Operator's Certificate (AOC) or equivalent certificate issued by its national civil aviation authority for at least 5 years. For example, if the school is located in the United States, it shall be approved according to FAR-141; if the school is located in an EU country or Canada, it shall be approved to conduct the ATPL(A) course by its national civil aviation authority; schools of other countries shall have similar qualifications, specifics of which shall be determined by FSD;

(3) The foreign pilot school is approved by its national civil aviation authority for the conduct of CPL, instrument rating and multi-engine airplanes training for at least 2 consecutive years; and the approval is valid at present;

(4) The foreign pilot school is approved by its national civil aviation authority for the conduct of ATPL theory training;

(5) The foreign pilot school has experience in training pilots for air transport companies;

(6) In the case of application for qualification for the conduct of HPAT Course, the foreign pilot school shall have at least 2 years of experience operating high performance aircraft;

(7) The foreign pilot school has at least 10 full-time flight instructors who are under the school's employment for at least one year;

(8) The foreign pilot school owns at least 10 aircraft that are used for training;

(9) The foreign pilot school has a proven track record of flight safety with no flight accidents in the last 3 years;

(10) The foreign pilot school has been audited by an airline under the requirements of Article IV Paragraph 1 of this Advisory Circular, and both parties intend to cooperate by means of the airline sending students to the foreign pilot school for training.

2. Application and Approval Procedure

2.1. Foreign pilot schools that meet the application requirements shall fill in and submit to FSD the “Application Form for Foreign Pilot School Certification”. Meanwhile, the airline that intends to cooperate with the foreign pilot school shall also submit a written application to FSD.

2.2. When submitting the application form, the foreign pilot school shall also submit the electronic version of the following:

(1) The first and the latest two AOCs, or equivalent documents, issued by the national civil aviation authority of the country where the foreign pilot school is located, as well as current training standards and a list of its courses;

(2) Operations manual (if applicable), including safety procedures and measures, quality assurance, and SMS-related operating procedures and management policies;

(3) Assessment methods and test standards for English language proficiency of the students;

(4) Curriculum summary for Integrated Airline Transport Pilot Course that meets the requirements of advisory circular for “Qualifications for Co-pilot Trainees” (AC-121-36), and curriculum summary for HPAT Course (if applicable) that meets the requirements of advisory circular for “High Performance Multi-engine Airplane Training Requirements” (AC-141-02); fully completed training curricula compliance checklists; approval certificates issued by the national civil aviation authority for training courses, and other related documents;

(5) The Foreign Pilot School’s flight safety records in the last 3 years and annual flying hours of the various aircraft types in the last 2 years;

(6) All information required under Annex I of this advisory circular.

2.3. After receiving all of the above materials, FSD will make a preliminary examination of the materials before deciding whether to accept or reject the application of the foreign pilot school. FSD will

issue a notice of acceptance or rejection of application to the school. If the application is accepted, FSD will set up a review team to conduct a preliminary audit of all the documents submitted. Once this is successfully cleared, the on-site audit may proceed.

2.4. On-site audits mainly cover the business offices and operating bases, organization and management of training, training facilities and equipment, training materials and training records, etc. of the foreign pilot school.

2.5. The review team shall submit a report after the on-site audit is completed. FSD will, on the basis of the recommendation of the review team, decide whether to approve the application by the airline to send students to the foreign pilot school for training, and will notify the airline of provisional approval (via a formal notice). This provisional approval is valid for 24 months, during which other airlines are not allowed to send students to the school in question for training.

2.6. At the end of the 24 calendar months, FSD will, based on the requirements of paragraph 3 of this Article “Renewal of Approval Procedure”, conduct a review of the school and decide whether to issue it an approval certificate. This approval certificate for foreign pilot schools has a validity period of 2 years and specifies the following information:

- (1) Main operating bases & satellite bases (if applicable);
- (2) Names of all approved training courses and chief flight instructor who is in charge of the courses;
- (3) The corresponding Chinese pilot licences and ratings for students who complete the approved training courses;
- (4) Capacity limitations;
- (5) Initial issued date, re-issued date and expiration date.

2.7. If a foreign pilot school fails to obtain the approval certificate from CAAC within 6 months after the on-site audit, due to its own inadequacies, such as the inability to make corrective actions as required, the review team shall discontinue the approval process and FSD will not accept further applications from the school.

3. Renewal Procedure

3.1. Three months before the official approval certificate or provisional approval expires, the foreign pilot school shall submit a “CCAR-141 Application for Foreign Pilot School Verification” form to FSD to apply for renewal of approval, together with the electronic versions of other materials, including:

(1) Current AOC or equivalent certificate issued by the national civil aviation authority;

(2) Safety records, annual flying hours for the various aircraft types, and incident reports for the last two years since the previous on-site audit;

(3) All information required by Annex II of this advisory circular.

3.2. After receiving the renewal application from the foreign pilot school, FSD shall set up a renewal audit team to examine the documents and carry out an on-site renewal audit. Thereafter, the renewal audit team shall submit a report to FSD, who will then decide whether to renew the approval certificate of the foreign pilot school.

3.3. Should the foreign pilot school commit any of the following in the two-year period, FSD will order the school to cease recruiting new students immediately. FSD will also not accept or approve the school's renewal application after the approval certificate expires.

(1) Falsification in theoretical or flight training;

(2) Failure in conducting the training according to the approved training syllabus;

(3) Failure in keeping the training records of students or failure in providing the airline with a copy of the training records;

(4) Setting up a training base to conduct training without approval;

(5) Other reasons that fail to satisfy relevant requirements of CAAC and thus severely affecting the training quality and safety.

4. Management requirements

4.1. Requirements on capacity limitation

A newly approved foreign pilot school is allowed an initial training capacity of up to 30 students. After it has trained at least 10 Chinese students according to its approved courses to receive their Commercial Pilot Licence with Multi Engine & Instrument Rating, the school may apply to increase its training capacity by another 30 students. In addition, the school is allowed to apply to increase its capacity by up to 30 students every six months. Foreign pilot schools with only one CAAC-approved training base are allowed a maximum training capacity of 200 students. Foreign pilot schools with two or more CAAC-approved training bases are allowed a maximum training capacity of 360 students. The number of Chinese students is not allowed to exceed 70% of the maximum training capacity of the school. The maximum training capacity of the school shall be guided by the Advisory Circular on “Qualifications Required of Students Training to Become Co-pilots” (AC-121-36).

FSD will reduce the training capacity of the foreign pilot school in the event that the school commits any of the following during the course of training Chinese students:

- (1) The number of Chinese students exceeds the maximum training capacity allowed;
- (2) As a result of a delay in visa application on the part of the school, a student stays in a foreign country illegally;
- (3) The occurrence of an incident during flying training of which the national civil aviation authority has determined the foreign pilot school to be at fault;
- (4) Failure in purchasing medical insurance and personal accident insurance for the students;
- (5) Failure in reporting to FSD within the allowed time period after an incident, or signs leading to it, has occurred/appeared;
- (6) Failure in reporting and seeking approval for the items as listed under Clause 4.6 of this Article.

4.2. English language assessment requirements

The foreign pilot school shall comprehensively assess and test the English language proficiency of the students it plans to accept, to ensure that students enrolled in the school will have the language competency required for their training.

4.3. Information notification requirements

The foreign pilot school shall regularly report student training progress to the airline. As a matter of fulfilling its responsibility to students, it shall discuss with the airline before terminating the training of any student. In the course of training Chinese student, any safety related incidents should be reported within a week, and any death or injury should be reported within 24 hours, to FSD. Thereafter, the school shall provide FSD with a copy of the final report from the department investigating the incident in the host country.

4.4. Training record requirements

The foreign pilot school shall establish a complete training record for each Chinese student and keep the record for a minimum of five years. When a student graduates or terminates his/her training and returns to China, the school shall submit a copy of the complete training record to the airline. If it is an electronic training record, it shall be a verifiable copy. After a Chinese student has completed a training phase as specified in the training curriculum, the flight instructor or testing officer shall sign the logbook of the student to certify that the student has received the corresponding training.

4.5. Requirements on completion of the training

Except for the students whose training is terminated, all students who are sent to a foreign pilot school shall complete the approved Integrated Airline Transport Pilot Course and HPAT (if applicable), pass the ATPL Theory examinations of the host country's national aviation authority (if applicable), and receive their Commercial Pilot Licence with Multi Engine & Instrument Rating and with ICAO Level 4 English Proficiency qualification..

The foreign pilot school shall provide Chinese students with a certificate of completion for the Integrated Airline Transport Pilot Course and a certificate of completion for HPAT Course (if applicable).

4.6. Requirements when seeking approval on changes

(1) Change of ownership: If a foreign school has an ownership change, but its facilities, personnel and training courses remain unchanged, it shall, within 30 days from the date of change, submit to FSD a “CCAR-141 Application for Foreign Pilot School Verification” form as a written application to apply for the change, together with detailed explanations. The FSD will then decide whether to conduct an on-site review depending on the circumstances.

(2) Change in the main operating base or satellite base: If a foreign pilot school plans to change its main operating base or add a satellite base, it shall submit to FSD “CCAR-141 Application for Foreign Pilot School Verification” form, and FSD will decide whether to conduct an on-site review depending on the circumstances. The school is allowed to train Chinese students only after its application is approved. When submitting the application, the school shall also submit a copy each of the following in electronic format, including:

(a) All approvals and certification documentations from the host country’s national civil aviation authority;

(b) Reports relating to the facilities of the base in question, including ownership, training support, a list of its aircraft and training equipment, and the resumes of its chief or assistant chief flight instructors, etc.

(3) Change of chief flight instructor (CFI)

(a) Within 60 days of a change in CFI for the CPL/IR (ME) , the foreign pilot school shall submit to FSD “CCAR-141 Application for Foreign Pilot School Verification” form, the resume of the new CFI, and the approval certificate or letter of acceptance (if applicable) issued by the national civil aviation authority.

(b) Within 30 days of a change in CFI for the HPAT course, the foreign pilot school shall submit to FSD “CCAR-141 Application for Foreign Pilot School Verification” form, as well as the resume of the new CFI, whom experience must satisfy the requirements as stated in the advisory circular “Requirements for Multi-engine HPAT” (AC-141-02).

(4) Change of capacity limitation

To apply to increase its training capacity limitation, the foreign pilot school shall submit to FSD “CCAR-141 Application for Foreign Pilot School Verification” form along with the following documents:

(a) Training progress reports of all Chinese students in the past 12 months;

(b) A report on the feasibility study of increasing the training capacity;

(c) All information required by Annex II to this advisory circular.

FSD will review all the submitted materials and seek from all airlines cooperating with the foreign pilot school their feedback on matters such as the school’s execution of training curricula, training quality and training progress, to decide whether to conduct an on-site audit.

(5) Change of training syllabus

The foreign pilot school must provide FSD advance notice of a new syllabus, which shall be implemented only after it is approved.

IV. Responsibilities of the Airline

1. Requirements on recommending a new foreign pilot school

1.1. Eligibility Requirements

Only airlines that satisfy the following requirements are qualified to submit to FSD a letter of intent for training cooperation with a foreign pilot school and to recommend the school to apply for the certificate of approval issued by CAAC:

(1) The airline has sent at least 80 students each year for overseas training for the last 3 consecutive years, and has abundant experience in overseas training management and great demand for overseas training; or the airline sends at least 40 students overseas for training every year and owns at least 51% of the foreign pilot school, which is exclusively training for the airline.

(2) The airline has dispatched professionals to carry out an on-site audit at the recommended school to fully understand its operational and financial circumstances, training quality, safety standards, training qualification and training capability, etc, and submit a detailed audit report. The airline confirms that the foreign pilot school fulfils the requirements under this Advisory Circular and dispatches a professional team to guide the school to establish a training curriculum for Integrated ATPL training course and HPAT course that meet the requirements of Advisory Circular “Requirements on Students Training to Become Co-pilots” (AC-121-36) and “Requirements for HPAT” (AC-141-02). (3) The airline, after comprehensive assessment and careful consideration, confirms that over the 24 calendar month period before the school receives its certificate of approval, the airline will be able to send at least 30 students to the foreign pilot school every 12 calendar months.

1.2. Requirements on accountability

When recommending a new foreign pilot school, the airline shall fully consider its own demands for training, the training capability of current approved pilot schools in China and overseas, and the training ability and international influence of the recommended foreign pilot school, to ensure that the school has excellent training quality and management. An airline which is qualified to recommend new foreign pilot schools may only recommend one such school each time, and it is not allowed to recommend another school before the recommended school acquires its certificate of approval.

Unless the foreign pilot school is facing exceptional circumstances, the airline shall, during the 24 calendar month period before the school receives its certificate of approval, send at least 30 students to the school every 12 calendar months. If an airline is unable to satisfy the above requirement due to exceptional circumstances, it shall submit to FSD a report of explanation; if an airline is unable to

satisfy the above requirement for no valid reason, FSD will not issue a certificate of approval to the foreign pilot school that is recommended by the airline.

2. Requirements on the implementation and management of overseas training

2.1. Student Registration Requirements

The airline shall register students on the “Management System for Flight Crew Qualification” and update the online registration data and status of students as necessary. CAAC does not accept written registration:

(1) The system defines the maximum number of students that can be registered for each school. The system takes into account factors such as the registration of new students as well as students who are in the midst of transitioning out of the school after completing their training to automatically limit the number of registered students to up to 10% of the capacity limitation.

(2) The registration of a student must be carried out as early as 30 days prior to departure from China and not later than 30 days after departure from China. There are three categories for student registration: Enrolment, termination and graduation. Termination and graduation are not within the scope of capacity limitation under the control of the system.

(3) An airline is not allowed to register a student who is not employed by it.

2.2. Management responsibility requirements

The airline holds the primary responsibility for overseeing the training management and training quality of its students sent overseas. To ensure training quality and safety of the students during the training process, the airline must adhere to the following:

(1) When signing a training contract with a foreign pilot school, the airline must specify the requirement to purchase medical insurance and personal accident insurance for each student;

(2) establish a scientific and reasonable talent selection system to

prevent personnel who are not qualified from being employed in the airline;

(3) Establish and carefully implement an annual review system to ensure that the training contract is delivered as promised, certify that the training curriculum is strictly executed and verify that the training management is in place. After a student has finished the training and returns to China, his/her complete training records shall be kept by the flight management department for at least 5 years.

(4) Set up a system for effective communication and feedback, which will help the airline to be updated on the students' thoughts and latest developments, solve any problems and difficulties that the students may face in their daily lives and training, and identify early if there are issues with the school in aspects such as contract execution and regulatory compliance;

(5) Build a necessary emergency response system to address and manage situations such as accidents and failure of the foreign school to offer training, etc., so as to ensure that the students can be helped in a timely manner.

3. Theoretical training capability requirements

3.1. In principle, all students sent overseas shall undergo ATPL theory training and testing at the foreign pilot school. These students, before applying for Chinese pilot license conversion, shall undergo differential ATPL theory course organized by the airline and acquire a certificate of completion of this training. Refer to Annex III Training requirements for differential ATPL theory course.

3.2. The airline shall, based on the differences in content of ATPL theory, formulate a differential ATPL theory course which will be listed in the flight crew training program after being approved by the Principal Operations Inspector (POI). The instructor who conducts the differential ATPL theory training shall acquire an advanced ground instructor license or demonstrate, to POI, that he/she is qualified for the teaching requirements. The list of qualified instructors shall be included in the differential ATPL theory course syllabus.

3.3. All airlines must obtain the qualification to conduct differential ATPL theory course before January 1, 2015. Before an airline acquires

this qualification, its students may continue to receive differential ATPL theory training in an approved training organisation. If an airline fails to acquire the qualification by January 1, 2015, its approval to send students for overseas training will be cancelled.

V. Other Requirements

1. Transfer requirements

1.1 In principle, students sent overseas are not allowed to transfer to another foreign pilot school or CCAR 141 pilot school in China.

1.2. If the foreign pilot school can no longer continue to offer flight training and the student has to transfer to another school, the airline shall make an application to FSD. Upon approval of the application, the student may be transferred to an approved domestic pilot school that is in line with CCAR-141, or a foreign pilot school that has acquired the corresponding CCAR-141 certificate. The transfer procedure shall satisfy the requirements of the local civil aviation administration, CCAR-141 and the advisory circular “Qualifications for Co-pilot Trainees” (AC-121-36).

2. ATPL theory training requirements:

In principle, students sent overseas shall undergo ATPL theory course at the foreign pilot school and pass the accompanying examination as organized by the national civil aviation authority. If an airline plans to send a student to a US-based school to receive training, the airline shall check the actual age of the student in advance, to avoid the student not meeting the minimum age of 21 to take the ATPL theory examination. If a student fails to pass the ATPL examination in the foreign pilot school due to exceptional reasons, the airline shall make a written application to CAAC and get approval. Before applying for a Chinese pilot license conversion, the abovementioned student shall undergo ATPL theory training at either the airline, a CCAR-141 pilot school that is approved to conduct ATPL training or a CCAR-142 training center and pass the ATPL theory examination organized by CAAC.

3. License conversion requirements

3.1. Upon successful completion of their course, the students should have obtained a CPL/IR(ME) issued by the national civil aviation authority with a qualification in ICAO English language proficiency, results of their ATPL theory examination indicating a pass (if applicable), , as well as the certificates of completion for the Integrated ATPL course and HPAT course, issued by the foreign pilot school To make an online application for a conversion to a China-issued CPL/IR(ME) with ICAO Level 4 proficiency, the applicant must undergo and pass the CAAC examinations for CPL(A), Instrument Rating and ATPL (English) theory; and possess the ATPL theory results advice slip as well as the proof of ATPL training that is issued by the training centre.

3.2. The students shall apply for a Chinese pilot's license within 12 calendar months after the issuance date of the CPL issued by the national civil aviation authority of the foreign pilot school; otherwise, the students are required to sit for the CPL/IR(ME) flight test organized by CAAC.

3.3. When converting a foreign licence to a Chinese licence, an ICAO English Proficiency Level 4 and above will be converted to Level 4, with the validity of three years from the date of issue of the foreign licence.

3.4. Students who are applying for conversion to Chinese licences shall be prepared for checks by CAAC on their flying skills and ICAO English proficiency, to ensure that they meet the requirements of the Chinese licence.

3.5. Students who did not complete their training and return to China shall apply to convert the licences that they may hold according to AC-61-01.

4. Requirements on supervision:

FSD carries out onsite audits on each foreign pilot school every two years, and makes non-scheduled spot checks on foreign pilot schools, according to the actual situation. The onsite audits and non-scheduled spot checks are generally carried out by FSD and the regional division of CAAC. The audit shall be carried out in

accordance with the checklist for continuous supervision and inspection of foreign pilot schools in the “Manual for General Aviation Operations Inspectors”; to identify problems and provide suggestions for improvement, with the report duly submitted to FSD. If the audit team finds that a foreign pilot school fails to satisfy the requirements of CAAC, it shall make recommendation to temporarily suspend or revoke its approval certificate, and will submit corresponding evidences.

VI. Effective Date

This advisory circular takes effect on the date of issuance.

The former “Regulations on CCAR-121 Operators Sending Student Pilots Abroad for Flight Training at Foreign Pilot Schools” (AC-141-01R1) will be invalidated at the same time that this advisory circular takes effect.

Annex I: Initial Verification Information

Name of school:			
Introduction of school	History of school:		
	Organizational structure:		
	Shareholding Structure:		
	Training experience	Name of airline	Number of student pilots:
			Name of course(s):
		Name of airline	Number of student pilots:
			Name of course(s):
	Operation base	Main operation base:	Name of airport:
			Weather suitable for flight:
			Number of classrooms and briefing rooms:
			Ground training facilities:
		Satellite base:	Training capability:
			Name of airport:
			Weather suitable for flight:
Number of classrooms and briefing rooms:			
Ground training facility:			
Training capability:			
List of instructors	Chief flight instructor for Integrated ATPL Course:	Resume:	
	Chief flight instructor for HPAT Course:	Resume:	
	Examiner for HPAT Course:	Resume:	

	Flight instructors	Name:	Age:	License & Ratings:	Date commenced employment:	Total flight hours	Instructional hours:
		Name:	Age:	License & Ratings:	Date commenced employment:	Total flight hours	Instructional hours:
	Ground instructors	Name:	Age:	License & Ratings:	Date commenced employment:	Name of course:	
		Name:	Age:	License & Ratings:	Date commenced employment:	Name of course:	
List of aircraft	Single-engine airplane	Reg.No.:	Type:	Date of manufacturing:	Applicable course:	Owned or on leased:	
						Leased term (if on leased):	
		Reg. No.:	Type:	Date of manufacturing:	Applicable course:	Owned or leased:	
						Lease term (if on leased)	

	Multi-engine airplane	Reg. No.:	Type:	Date of manufacturing:	Applicable course:	Owned or n leased:
						Lease term (if on leased):
		Reg. No.:	Type:	Date of manufacturing:	Applicable course:	Owned or leased:
						Lease term (if on leased):
	High performance airplane	Reg. No.:	Type:	Date of manufacturing:	Performance data:	Owned or leased:
						Leased term (if on leased):
Flight training devices and simulators	Flight training and Devices	Type and model:		Applicable course:		Expiry date of the certificate of approval:
		Type and model:		Applicable course:		Expiry date of the certificate of approval:
	Simulators	Type and model:		Applicable course:		Expiry date of the certificate of approval:

Signature of the chief flight instructor:

Date:

Annex II: Renewal Verification Information

List of instructors	Chief flight instructor for Integrated ATP course:			Resume:			
	Chief flight instructor for HPAT course:			Resume:			
	Examiner for HPAT course:			Resume:			
	Flight instructors	Name:	Age:	License and ratings:	Date commenced employment:	Total flight hours	Instruction hours
		Name:	Age:	License and ratings:	Date commenced employment:	Total flight hours	Instruction hours
	Ground instructors	Name:	Age:	License and ratings:	Date commenced employment:	Course or Subject(s) taught:	
Name:		Age:	License and ratings:	Date commenced employment:	Course or subject(s) taught:		
List of aircraft	Single-engine airplanes	Reg.n number:	Type:	Date of manufacturing:	Applicable course:	Owned or leased:	
						Leased term (if or leased):	
		Registration number:	Type:	Date of manufacturing:	Applicable course:	Owned or leased:	
						Lease term (if or leased):	

	Multi-engine airplanes	Reg. number	Type:	Date of manufacturing:	Applicable course:	Owned or leased:
		Reg. number	Type:	Date of manufacturing:	Applicable course:	Owned or leased:
	High performance airplane	Reg. number	Type:	Date of manufacturing:	Performance data:	Owned or lease:
List of Chinese students in the last two years	Name of airline:	Name:	Date of Arrival at flight school:	Training progress	Date of graduation or termination:	Reason for termination:
		Name:	Date of arrival at flight school:	Training progress	Date of graduation or termination:	Reason for termination:

Signature of chief flight instructor:

Date :

Annex III. Training Requirements for Differential ATPL Theory Course

I. Scope of application

This course is only intended for students who have completed their Integrated ATPL Course and HPAT Course (if applicable) at a foreign pilot school, passed the ATPL theory examination organized by the national civil aviation authority and plan to act as co-pilot in a CCAR-121 airline after Chinese CPL conversion;

II. Enrollment requirements

A pilot who wishes to undergo the ATPL theoretical difference course must hold a certificate of completion issued by the foreign flight school for a CAAC-approved Integrated ATPL Course, as well as the ATPL theory examination report as issued by the national civil aviation authority.

III. Training hours requirements

The minimum (lesson) contact hours is 40.

IV. Training examination requirements

Upon completion of the differential ATPL theory course, the students must sit for a written examination that is no shorter than two hours. The examination will test the students on their knowledge as required by Article VIII of this annex.

V. Certificate of qualification requirements

The airline shall issue a certificate of qualification to every participant that has finished the approved differential ATPL theory course, and the training certificate shall include the following contents:

- 1) Name of airline\operations approval certificate number;
- 2) Name of participant and certificate number;

- 3) Name of training course;
- 4) Start and end dates of the course;
- 5) Edition number and approval date of the syllabus used in the training course;
- 6) A statement indicating that the participant has successfully completed the training and passed the examination of the approved differential ATPL theory course;
- 7) A certification bearing the signature of the airline's chief pilot for the content listed in the approval certificate;
- 8) The training certificate must be affixed with the official seal of the airline.

VI. Retention of the training records

The airline shall keep the complete teaching documents and training records of all batches of students for at least 3 years. The teaching documents and training records shall contain the following contents:

- 1) A Complete list of student names;
- 2) Student time sheets;
- 3) Record of lectures, covering specific class hours, class room numbers, teaching content and signatures of lecturers;
- 4) Original student papers for the final examinations;
- 5) Transcripts of participants;
- 6) A record of certificate issuance and copies of the certificates.

VII. Requirements on training content

The content of differential ATPL theory course shall include the differences in rights and restrictions of the pilot under CAAC regulations, , air traffic rules and general operation rules, as well as China's weather system, aeronautical meteorology and flight information services, radio communication and air transport flight that are different from that of foreign countries.

VIII. Differential ATPL theory course shall contain the following knowledge points:

1. Flight regulations

1.1. The Civil Aviation Law of the People's Republic of China

Purpose of promulgation, promulgation and effective time and issuing department (overview and Article 1)

Legislative basis, legal standing and function (Article 1)

Statement regarding the Chinese position on the principle of sovereignty (Article 2)

Responsibilities of the CAAC and local regulatory authorities (Article 3)

Information related to civil aircraft's nation of origin (Article 7)

Information related to the rights of civil aircraft (Article 10-33)

Airworthiness management of civil aircraft (Article 34-38)

Relevant Chinese regulations on management of aviation personnel (largely crew members) (Article 43-52)

Information related to regulations on construction and operation of civil airports (Article 53-69)

Flight regulation (Article 73-81)

Relevant regulations on flight safeguards (Article 82-89)

Regulations on required flight documents (Article 90)

Regulations on businesses engaged in public air transport (Article 91-105)

Public air transport licenses and regulations on responsibilities of all parties (Article 109-144)

Search and rescue, and accident investigation (Article 150-156)

1.2. Basic flight rules for the People's Republic of China

Issuing department and time (Overview and Article 1)

Legislative basis and legal standing (Article 1)

Scope of effect and purpose of promulgation (Article 1)

Regulations on airspace management (Article 11-27)

Concepts and content of and implementation method for flight control (Article 28-42)

Regulations on flight within the airport area (Article 43-63)

Regulations on flight along airways and air-routes (Article 64-78)

Regulations on flight interval (Article 79-88)

Regulations on flight command (Article 89-97)

Regulations on dealing with special circumstances that arise during flight (Article 98-103)

Other regulations on flight safeguards (Article 104-115)

Regulations on legal responsibilities (Article 116-120)

1.3. Regulations on formulation and implementation of the lowest operational standards for airport and aircraft (CCAR-97)

Issuing department and time (Overview and Article 1)

Legislative basis and legal standing (Article 1-2)

Definition of the lowest operational standards for an airport (Article 3)

Methods for representing the lowest operational standards for an airport (Article 3)

Factors that should be considered when formulating the lowest operational standards for an airport (Article 5 and 6)

Implementation regulations of the lowest operational standards for an airport (Chapter IV)

1.4. Rules on approval of civil aircraft pilots, flight instructors and ground instructors (CCAR-61)

Time of promulgation and issuing departments (Overview)

Purpose of promulgation and basis (Article 1)

Scope of application of rules (Article 3)

Competent authority and its responsibilities (Article 5)

Relevant definitions of main terms (Article 7)

Requirements on licenses, eligibility, grades and approval documents (Article 9)

Regulations on appraisals and approval of simulators and trainers (Article 11)

License types (Article 13)

Grading of aircraft type, level, model and instruments (Article 13)

Prohibited behaviors related to alcohol and medicine (Article 15)

Temporary license regulations (Article 19)

The period of license validity (including instrument operation approval) (Article 21 and 23)

Certificate of conformity requirements with medical exams and periods of validity (Article 25)

Restrictions on aircraft levels and additional training requirements (Article 27)

Radio communication qualifications (Article 29)

Detailed licensing regulations of air route transport pilots (Article 181-195 of Chapter G)

Penalty clauses (Article 241-251)

1.5. Normal operational and flight rules (CCAR—91)

Time of promulgation and issuing department (January 14, 2004)

Purpose and basis of promulgation (Article 1)

Flight rules (Article 101-193)

Rights and responsibilities of captain (Article 5)

In-flight navigational procedures (Article 101-193)

Air traffic control regulations (Article 123, 125 and 173)

Airworthiness of aircraft regulations (Article 301-347)

1.6 Rules on the approval of large aircrafts for public passenger carrying services (CCAR-121)

General principles (Article 1-11)

Requirements listed in the manual (Article 131-137)

Aircraft requirements (Article 151-161)

Restrictions of performance and use of airplane (Article 171-197)

Requirements on instrument and equipment (Article 301-361)

Requirements on crew members and other aviation personnel (Article 381-397)

Requirements on training program (Article 401-441)

Requirements on crew members (Article 451-479)

Restrictions on duty hours and flying hours of crew members and requirements on rest of crew members (Article 481-495)

Requirements on flight operations (Article 531-609)

Requirements on assignment and flight approval (Article 621-679)

Records and reports (Article 691-710)

Extended Twin-engine Operations (ETOPS) (Article 711-733)

Emergency medical equipment and training requirements (Article 741-745)

Penalty clauses (Article 761-765)

Supplementary clauses (Article 771)

1.7. Case analysis of unsafe events and incidents in violation of the law and airline regulations

2. Navigational information

2.1. Chinese navigational information service system

Brief introduction of service agency and scope of work

Classification of aeronautical information service contents

2.2. Compilation of navigational information (AIP and NAIP)

Composition of domestic compiled navigational information

Use of domestic compiled navigational information

Standard format, terminology, abbreviation and codes of

domestic navigational information

reference On

2.3. Notice to airman

How to obtain a notice to airman

Standard formats, terminology, abbreviations and codes of notices to airman

Period of validity of a notice to airman

2.4. Reference materials

Methods for using reference materials

Period of validity of reference materials

2.5. Introduction of other Chinese flight information

Aircraft operation manual, pilot control manual, handbook for alternate landing, communication and navigation fascicle, regulations on international and domestic air routes (No. 1 regulation), regulations on air corridor (No.3 regulation) and code handbook of geographical names and department names, etc.

Method for use of the above materials

2.6. No. 1 flight control regulations

Description of No. 1 flight control regulations

Use of No. 1 flight control regulations

2.7. WGS-84 and AIM

Transition from Beijing-54 coordinates to WGS-84 coordinates

AIS-AIM transition

3. Instrument flight rules

3.1. Division of airspace and allocation of flight level

Contrast of CAAC/ICAO/FAA airspace system

Flight level

RVSM flight level of China

3.2. Instrument flight rules (NAIP)

- Instrument flight rules specified by NAIP
- Instrument flight procedure of China
- 3.3. Aeronautical chart
 - Classification of NAIP aeronautical chart
 - Use of NAIP aeronautical chart
- 4. Air traffic management
 - 4.1. CAAC air traffic management system
 - Meaning of air traffic control
 - Chinese air traffic control authority and its functions
 - Implementing unit of air traffic control
 - Air traffic control clearance
 - 4.2. China's standard phrases of wireless communication instructions
 - Chinese standard for wireless communication
 - Terminology and abbreviations of wireless communication
 - Language characteristics for wireless communication in China
 - Implementation plan and requirements of CAAC on ICAO English communication
 - 4.3. China's radar control procedure
 - China's controlled airspace
 - China's rules on radar control
 - China's radar control services and procedures
- 5. Flight operation procedure
 - 5.1. China's flight operation and management system
 - Introduction of operation and control
 - Responsibilities and obligations of operation and control

- 5.2. Assignment of aircraft and selection of alternate airport
 - Assignment of aircraft
 - Selection of alternate airport
- 5.3. Type-II and III operations and special flight phase
 - Requirements of type- II operation on pilots
 - Requirements on operation of type-II instruments
 - Requirements of operation of type- II instruments on aircraft
 - Standards of type-III operation
 - The do's and don'ts for the critical flight phase
 - The minimum standard for landing priority during night operations
- 6. Flight performance and flight plan:
 - 6.1. Actual flight plan and telegram for ICAO flight plan
 - Basic terminology of flight plan
 - Actual domestic flight plan
 - Actual international flight plan
 - Telegram for ICAO flight plan
 - 6.2. Flight monitoring and in-flight re-reporting of flight plan
 - Theory of flight monitoring
 - Method for flight monitoring
 - Method for in-flight re-reporting of flight plan
 - 6.3. Contrast of flight performance of Boeing aircraft and Airbus airplane
- 7. Flight weather
 - 7.1. Distribution and characteristics of basic climatic elements in China
 - Clouds
 - Visibility
 - Wind

Thunderstorms

7.2. Major weather systems that affect China

Northeast cyclones

Jianghuai cyclones

Southwest China vortexes

Mongolian cold high pressure systems

Subtropical high pressure systems

Monsoons

7.3. China's meteorological service system

Organization in charge of meteorological services

China's regional division for offering meteorological services

Type of meteorological services

Major meteorological information services

8. Aeromedicine

8.1. Management rules on medical standard and conformity certificate of medical exam for China's civil aviation personnel

8.2. Management procedures for an extension of a pilots' flight period when flying a large aircraft carrier for a public passenger carrying services

9. Emergencies and Corresponding Response

9.1. Accidents and accident signs

9.2. Measures of CAAC for search and rescue

9.3. Regulations of CAAC on aviation safety