

 <p>PHONE: 263 4 585018 263 4 585073/88 FAX: 263 4 585100 E-mail: ais@caaz.co.zw Website: www.caaz.co.zw</p>	<p>CIVIL AVIATION AUTHORITY OF ZIMBABWE</p> <p>AERONAUTICAL INFORMATION SERVICES P. BAG 7716 CAUSEWAY, HARARE</p>	<p>AIC</p> <p>C001/13</p> <p>22 March 2013</p>
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AERONAUTICAL INFORMATION CIRCULAR

PERSONNEL LICENSING AND TRAINING

AIC C003/12 is hereby replaced.

PERSONNEL LICENSING KNOWLEDGE EXAMINATIONS DATES AND VENUE FOR 2013

This circular serves to inform licence holders and applicants of the examination schedule for 2013

1. General

- i. Examination fee receipts must accompany the completed application forms when applying for entry into an examination(s).
- ii. Payment may be made to the Civil Aviation Authority of Zimbabwe cashier at Harare Airport during normal working hours.
- iii. Cancellations of examinations must be made five working days prior to the examination date so that candidates may be rescheduled failure of which the payment shall be forfeited.
- iv. For Airline Transport Pilot Licence/Commercial Pilot Licence/Flight Dispatch/Flight Engineer's only 3 attempts at written examination will be permitted per subject, if a pass in three required attempts is not obtained the candidate will be required to re-write all subjects.
- vi For Cabin crew and Private Pilot Licence examinations a maximum of four attempts per subject will be allowed after which the candidate will be required to rewrite all the subjects.

2. Entry requirements

- (a) The candidate for Private Pilot Licence examinations must submit a recommendation from the Chief Ground Instructor of an Approved Training Organisation where the Student attended Ground School. For Higher Level Licences the applicant must be the holder of a lower licence or an equivalent International Civil Aviation Organisation Contracting State licence and the recommendation from the Chief Flight Instructor i.e. a Commercial Pilot Licence candidate must hold a Private Pilot Licence. Such licences shall be issued in terms of the Zimbabwe Air Navigation Regulations.

3. Examination Schedule

(a) All examinations will be held at Harare International Airport.

For Private Pilot Licence/Cabin Crew and all conversions and validations exams will be conducted **every Tuesday beginning 26th February 2013 closing Tuesday 19TH November 2013** All results will be posted on the CAAZ website www.caa.zw within 5 working days. On the home page click 'Services' then 'Examination Results' to access the results.

4. Examination Bookings

No telephonic bookings/postponements will be accepted. All bookings must be completed on the prescribed form and the required fee paid as published by AIC.

5. Identification

Candidates must carry national identity documents with a photograph, full name and I.D number for entry to each examination.

6. Special Sitting

Any special sitting applications should be submitted in writing 5 working days before the examination. The special application must be approved first before payment is made.

Airline Transport Pilot Licence/Commercial Pilot Licence/Flight Dispatch/Flight Engineers Examination Schedule

SESSION	CLOSING DATES
MARCH 18-22 MARCH 2013	18 FEBRUARY 2013
JUNE 17-21 JUNE 2013	19 MAY 2013
OCTOBER 21-25 OCTOBER 2013	20 SEPTEMBER 2013

Examinations start at 0900 hours local time and candidates must be seated by 0845 hours local time. Registered candidates will be given a detailed exam schedule for them to follow. Only those candidates with their examination acceptance slip and positive identification will be allowed entry into the examination room.



D. Chawota
GENERAL MANAGER