

PEL

VALIDATION OF FOREIGN AERONAUTICAL LICENSES

The Civil Aviation Authority of Costa Rica (DGAC), through the Operational Safety Department (DSO) and the Aeronautical Licensing Unit, informs the entire aviation community that this AIC describes the requirements to carry out an Aeronautical License Validation, as established in RAC-LPTA 1.2.2

This AIC by itself does not amend, create, or allow deviations from regulatory requirements, nor does it establish minimum standards.

Validation of Foreign Aeronautical Licenses

In accordance with the provisions of the Central American Aeronautical Regulations (RAC) and in observance of ICAO Annex 1 — Personnel Licensing, any applicant who wishes to request the validation of a foreign license shall submit to the Aeronautical Licensing Unit of the DGAC of Costa Rica, via the institutional email licenciasaeronauticas@dgac.go.cr, the following documentation in digital format:

1. DGAC Form 7F86 “SOLICITUD PARA LICENCIAS, HABILITACIONES, Y CONVALIDACIÓN DE LICENCIAS EXTRANJERAS PARA EL PERSONAL DE VUELO”, duly completed.
2. Formal request letter issued by the air operator, only in cases where the validation is required for commercial purposes.
3. Valid foreign license issued by the Civil Aviation Authority of the State of origin.
4. Official identification document (national ID card or passport).
5. Official translation of the license, only when the license is issued in a language other than Spanish or English.
6. Flight book reflecting the applicant's aeronautical experience.
7. Valid aeromedical certificate corresponding to the license issued by the State of origin.
8. Valid Costa Rican aeromedical certificate, issued by an Aeromedical Examiner authorized by this DGAC.
9. Proof of payment of applicable fees, in accordance with the current Tariff Appendix.

Once all the required documentation has been received, the Licensing Unit will proceed to verify the authenticity of the foreign license with the Civil Aviation Authority of the issuing State, as part of the international recognition process and in compliance with ICAO procedures.

Subsequently, once the applicant has met all regulatory requirements and the submitted records have been verified, this Unit will officially notify the applicant, via the email previously provided, of the corresponding resolution as well as the next steps for the issuance of the license validation.

The objective of this procedure is to ensure that all personnel holding foreign licenses who wish to exercise aeronautical privileges within the national territory do so under operational safety standards and in full compliance with the international provisions established in the Convention on International Civil Aviation and the applicable national regulations.