



**U.S. Department  
of Transportation**  
Federal Aviation  
Administration

# Advisory Circular

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**Subject:** Issuance Process for Pilot  
Certificates in Accordance with the  
Implementation Procedures for  
Licensing as Part of the Bilateral  
Aviation Safety Agreement Between  
the FAA and the Swiss FOCA

**Date:** 4/10/24

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**Change:**

This advisory circular (AC) provides the procedures for conversion of a Swiss Federal Office of Civil Aviation (FOCA) Part-Flight Crew License (CH Part-FCL) pilot license to a Federal Aviation Administration (FAA) pilot certificate. This AC also contains information on whom to contact and where to find the process to convert an FAA pilot certificate to a CH Part-FCL pilot license. The contents of this document do not have the force and effect of law and are not meant to bind the public in any way, and the document is intended only to provide information to the public regarding existing requirements under the law or agency policies.

A handwritten signature in black ink, appearing to read 'Robert Ruiz'.

Robert Ruiz for  
Lawrence Fields  
Executive Director, Flight Standards Service

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- 1 PURPOSE OF THIS ADVISORY CIRCULAR (AC).** This AC describes the procedures for the conversion of a Swiss Federal Office of Civil Aviation (FOCA) Part-Flight Crew License (CH Part-FCL) pilot license to a Federal Aviation Administration (FAA) pilot certificate. It also contains information on whom to contact and where to find the process for the conversion of an FAA pilot certificate to a CH Part-FCL pilot license. This AC also describes how the conversion process is different from the process for obtaining an FAA pilot certificate issued on the basis of a foreign pilot license under Title 14 of the Code of Federal Regulations (14 CFR) part [61](#), § [61.75](#) and for which the FAA pilot certificate is limited by the foreign pilot license. The contents of this document do not have the force and effect of law and are not meant to bind the public in any way, and the document is intended only to provide information to the public regarding existing requirements under the law or agency policies.
- 1.1 Effects of Guidance.** This guidance is not legally binding in its own right and will not be relied upon by the FAA as a separate basis for affirmative enforcement action or other administrative penalty. Conformity with the guidance is voluntary only, and nonconformity will not affect rights and obligations under existing statutes and regulations. This AC uses mandatory terms, such as “must,” when the language is describing an established statutory or regulatory requirement or to reflect the provisions and/or the procedures in the Implementation Procedures for Licensing (IPL). Adherence to this AC provides an acceptable method by which the FAA may convert a CH Part-FCL pilot license to an FAA pilot certificate.
- 2 AUDIENCE.** This AC is intended for persons applying to convert a CH Part-FCL license to an FAA pilot certificate and for persons requesting information on whom to contact and where to find the process to convert an FAA pilot certificate to a CH Part-FCL license.
- 3 WHERE YOU CAN FIND THIS AC.** You can find this AC on the FAA’s website at [https://www.faa.gov/regulations\\_policies/advisory\\_circulars](https://www.faa.gov/regulations_policies/advisory_circulars) and the Dynamic Regulatory System (DRS) at <https://drs.faa.gov>.
- 4 EFFECTIVE DATE.** The effective date of this AC is April 10, 2024.
- 5 REFERENCES.**
  - 5.1 Related Code of Federal Regulations (CFR) Parts.** The CFR can be found at <https://www.ecfr.gov>.
    - Title 14 CFR Part [61](#), Certification: Pilots, Flight Instructors, and Ground Instructors.

**5.2 Bilateral Aviation Safety Agreement (BASA).** These documents are available at [https://www.faa.gov/aircraft/air\\_cert/international/bilateral\\_agreements/baa\\_basa\\_listing](https://www.faa.gov/aircraft/air_cert/international/bilateral_agreements/baa_basa_listing).

- Agreement Between the United States of America and the Government of Switzerland, dated September 26, 1996.
- Implementation Procedures for Licensing (IPL).

**5.3 FOCA Requirements.**

- Regulation (EU) No. 2018/1139 of the European Parliament and of the Council, and in Annex I to Commission Regulation (EU) No. [1178/2011](#), (Part-FCL).
- Acceptable Means of Compliance (AMC) and Guidance Material (GM) to Part-FCL are published as Decision No. [2011/016/R](#) of the Executive Director of the European Union Aviation Safety Agency (EASA).

**6 BACKGROUND.** The FAA and the Government of Switzerland entered into an agreement, dated September 26, 1996, titled “The Agreement Between the Government of the United States of America and the Government of Switzerland for Promotion of Aviation Safety,” referred to as “The Agreement.” The United States and the Government of Switzerland approved the IPL, which details the conversion of a CH Part-FCL private pilot license (PPL(A)), and night and instrument-airplane ratings (IR(A)) for single-engine piston (SEP) land airplane and multiengine piston (MEP) land airplane categories for single-pilot operations, excluding type ratings, into the applicable FAA certificate. The IPL procedures also detail and provide the technical requirements for converting an FAA pilot certificate at the private pilot certificate level with privileges for the airplane category rating and instrument rating for Single-Engine Land (SEL) airplane and Multiengine Land (MEL) airplanes for single pilot operations, excluding type ratings, into the applicable CH Part-FCL license. The IPL procedures only allow conversion at the private pilot license/certificate level regardless of whether or not the applicant holds a higher level of pilot license/certificate.

**7 DEFINITIONS.** The following defined terms are used throughout this AC:

- 7.1 Title 14 of the Code of Federal Regulations (14 CFR).** A subset of the United States Code of Federal Regulations that contains the FAA aviation regulations.
- 7.2 Acclimatization Flying.** Flight training for the purpose of accustoming applicants for FAA instrument ratings and CH Part-FCL instrument ratings (IR(A)) with the specificities of the airspace in the United States and the airspace of EASA Member States, respectively.
- 7.3 Airplane/Aeroplane.** An engine-driven fixed-wing aircraft heavier than air that is supported in flight by the dynamic reaction of the air against its wings.
- 7.4 Approved Training Organization (ATO).** A training organization approved in accordance with Organization Requirements for Aircrew “Part-ORA” of Commission Regulation (EU) No. 1178/2011.

- 7.5 Certificate.** An FAA pilot certificate. The FAA issues pilot certificates and ratings, not licenses.
- 7.6 Certificate Action.** FAA authority to issue orders amending, modifying, suspending, or revoking any part of a certificate issued under Title 49 of the United States Code (49 U.S.C.) § [44709](#) if the Administrator decides after conducting a reinspection, reexamination, or other investigation that safety so requires.
- 7.7 CH (Switzerland) Part-Flight Crew Licensing (Part-FCL) License.** A valid flight crew license issued by the FOCA that complies with the requirements of Part-FCL of Commission Regulation (EU) No. 1178/2011.
- 7.8 Class Rating.**
- 7.8.1** With respect to a CH Part-FCL license, a valid rating attached to a pilot license. The privileges of the holder of a SEP (land) and MEP (land) class rating are to act as pilot on the class of aircraft specified in the rating as outlined in the “EASA Type Rating and Licence Endorsement List Flight Crew – Fixed Wing” published on the EASA website at <https://www.easa.europa.eu/downloads/11737/en>.
- 7.8.2** With respect to an FAA pilot certificate, a classification of aircraft within a category having similar operating characteristics as outlined in § [61.5](#) (e.g., SEL and MEL).
- 7.9 Commission Regulation (EU) No. 1178/2011.** The EU Aircrew Regulations applicable in Switzerland.
- 7.10 Currency.** For the FOCA, refers to the acceptance of an FAA pilot certificate whose holder meets the recent flight experience requirements in part 61 (Commission Delegation Regulation (EU) No. 2020/723, Section 4). The FAA does not use the term currency; its equivalent is the term “recent flight experience.”
- 7.11 Declared Training Organization (DTO).** A training organization declared in accordance with the requirements of Part DTO of Commission Regulation (EU) No 1178/2011.
- 7.12 EU Part-FCL License.** A valid flight crew license that complies with the requirements of Part-FCL of Commission Regulation (EU) No 1178/2011.
- 7.13 FAA Pilot Certificate.** A valid FAA pilot certificate that complies with the appropriate requirements in part 61.
- 7.14 Flight Review.** For the FAA, means an assessment of flying skills and aeronautical knowledge conducted by a certificated flight instructor (CFI) holding an appropriate rating on the FAA flight instructor certificate.

## **7.15 Flight Time Under Instrument Flight Rules (IFR).**

**7.15.1** For FAA certificate holders, flight time during which the aircraft is being operated solely by reference to instruments under actual or simulated instrument meteorological conditions (IMC).<sup>1</sup>

**7.15.2** For CH Part-FCL license holders, all flight time during which the aircraft is being operated under IFR.

**7.16 Instrument Flight Rules (IFR).** The rules governing the procedures for conducting flight under IMC.<sup>2</sup>

**7.17 Instrument Meteorological Conditions (IMC).** Meteorological conditions expressed in terms of visibility, distance from clouds, and ceiling less than the minimums specified for visual meteorological conditions, requiring operations to be conducted under IFR.

**7.18 Instrument Proficiency Check (IPC).** With respect to § [61.57\(d\)](#) and Annex 3 of the Technical Implementation Procedures– Licensing (TIP-L), an FAA aeronautical knowledge and experience check used to meet or reestablish instrument experience requirements for an FAA instrument rating. The IPC will consist of at least the areas of operation listed in § 61.57(d)(1) and be conducted by an FAA-authorized examiner, FAA aviation safety inspector (ASI), or an FAA-authorized instructor. The appropriate tasks for these areas of operation are listed in the Instrument Rating—Airplane Airman Certification Standards (ACS) found at [https://www.faa.gov/training\\_testing/testing/acs/](https://www.faa.gov/training_testing/testing/acs/).

## **7.19 Instrument Rating.**

**7.19.1** With respect to a CH Part-FCL instrument rating, a valid rating on a CH Part-FCL license allowing for operation under IFR or in weather conditions less than the minimums prescribed for VFR that is restricted to single-engine or multiengine operation. In the case of a multicrew pilot license (MPL), the holder is restricted to multicrew operations.

**7.19.2** With respect to an FAA instrument rating, means a valid rating on an FAA pilot certificate subject to recency of experience in aircraft category requirements, allowing for operation under IFR or in weather conditions less than the minimums prescribed for VFR.

**7.20 Issuance.** The issuance of a standalone FAA pilot certificate on the acceptance of an equivalent CH Part-FCL pilot license that, following issuance, is no longer tied to the original CH Part-FCL pilot license or the requirement to continually maintain that CH Part-FCL pilot license. It also refers to the issuance of a standalone CH Part-FCL pilot license on the acceptance of an equivalent FAA pilot certificate that, following issuance,

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<sup>1</sup> For the FAA, a person does not have to operate under IFR to operate an aircraft solely by reference to instruments in simulated IMC as long as that person complies with 14 CFR part [91](#), § [91.109\(c\)](#).

<sup>2</sup> While a person that meets the applicable requirements of part 61 may operate under IFR during visual meteorological conditions (VMC), the rules themselves allow for flight in IMC. See paragraph 7.15 for the differences between the FAA and CH for flight time under IFR.

is no longer tied to the original FAA pilot certificate or the requirement to continually maintain that FAA pilot certificate after issuance.

- 7.21 Knowledge Test.** A test on the aeronautical knowledge areas required by the FAA for the issuance of a pilot certificate, license, or rating that can be administered in written form or by a computer.
- 7.22 License.** A CH Part-FCL license. Switzerland issues pilot licenses and ratings, not certificates (except instructor and examiner certificates).
- 7.23 Multiengine Piston Land (MEP (Land)).** With respect to a CH Part-FCL pilot license, means those airplanes for which the holder of a CH Part-FCL MEP (land) land class rating has privileges to act as pilot.
- 7.24 Night Rating.** A rating attached to a CH Part-FCL license with which the privileges of the private pilot license for airplanes are to be exercised in VFR conditions at night. The night rating is issued without an expiration date.
- 7.25 Recent Flight Experience.** Used by the FAA to determine if a pilot meets the requirements to act as pilot in command (PIC). For the FOCA, recency has another meaning that is not to be confused with recent flight experience as defined here.
- 7.26 Single-Engine Piston Land ((SEP (Land)).** With respect to a CH Part-FCL pilot license, means those airplanes for which the holder of a CH Part-FCL SEP land class rating has privileges to act as pilot.
- 7.27 Skill Test.** A demonstration of skill for the issuance of a license or rating, including such oral examination as may be required in accordance with Annex I to Commission Regulation (EU) No 1178/2011, (Part-FCL).
- 7.28 Technical Agent.** For the United States, the FAA; and for Switzerland, the FOCA.
- 7.29 Theoretical Knowledge Examination.** Examination of the aeronautical knowledge required by the FOCA for the issuance of a pilot license or rating that can be administered in a written, computer-based format or demonstrated orally to an examiner.
- 7.30 Type Rating.**
- 7.30.1** With respect to a CH Part-FCL license, a rating attached to a pilot license. The holder of a type rating may act as PIC on the type of aircraft specified by the EASA publication titled “EASA Type Rating and Licence Endorsement List Flight Crew – Fixed Wing.”
- 7.30.2** With respect to an FAA pilot certificate, a rating on an FAA pilot certificate for any large aircraft (except lighter than air), turbojet powered airplane, or other aircraft specified by the FAA Administrator. The holder of a type rating may act as PIC on the type of aircraft specified in FAA Order [8900.1](#), Volume 5, Chapter 2, Section 19, Figure 5-88, Pilot Certificate Aircraft Type Designations–Airplane.

**7.31 Valid.**

- 7.31.1** With respect to an FAA pilot certificate or a CH Part-FCL license, that such certificate or license is not surrendered, suspended, revoked, or expired.
- 7.31.2** With respect to a CH Part-FCL rating, the rating's validity period has not expired. The validity date of a rating is stated on the pilot license.

**7.32 Visual Flight Rules (VFR).** The rules that govern the procedures for conducting flight under visual conditions. The term "VFR" is also used in the United States to indicate the weather conditions that are equal to or greater than the minimum VFR requirements. In addition, "VFR" is used by pilots and controllers to indicate the type of flight plan.

**8 RELATED READING MATERIAL.** The following is a list of reference materials to supplement the information found in this AC.

**8.1 FAA Resources (current editions).**

**8.1.1 ACs.** You can find the current editions of the following publications at [https://www.faa.gov/regulations\\_policies/advisory\\_circulars/](https://www.faa.gov/regulations_policies/advisory_circulars/).

1. AC [60-28](#), FAA English Language Standard for an FAA Certificate Issued Under 14 CFR Parts 61, 63, 65, and 107. This AC introduces the FAA Aviation English Language Standard (AELS) and provides guidance to applicants, airmen, training organizations, Designated Examiners, and flight and ground instructors on how to determine that an applicant for an FAA certificate or person holding an FAA certificate meets the FAA AELS.
2. AC [61-98](#), Currency Requirements and Guidance for the Flight Review and Instrument Proficiency Check. This AC provides information for FAA-certificated pilots and FAA-authorized instructors to use in complying with the flight review required by § [61.56](#) and the recent flight experience requirements of § 61.57.

**8.1.2 Additional FAA Online Sources.**

1. FAA Form [AC 8060-71](#), Verification of Authenticity of Foreign License and Medical Certification. You may use the preferred method of submitting this form through the Integrated Airman Certification and Rating Application (IACRA) website at <https://iacra.faa.gov>. The form is also available at [https://www.faa.gov/licenses\\_certificates/airmen\\_certification/foreign\\_license\\_verification/](https://www.faa.gov/licenses_certificates/airmen_certification/foreign_license_verification/).
2. Pilot Certification Frequently Asked Questions. Provides certain questions and answers that stakeholders posed to the FAA: [https://www.faa.gov/pilots/lic\\_cert](https://www.faa.gov/pilots/lic_cert).
3. Medical Certification Information. Provides stakeholders information related to FAA medical certification: [https://www.faa.gov/pilots/medical\\_certification](https://www.faa.gov/pilots/medical_certification).



4. Training and Testing Information. Provides all pilots useful training handbooks, knowledge test guides, and a listing of FAA knowledge test center locations: [https://www.faa.gov/training\\_testing/](https://www.faa.gov/training_testing/).
5. Flight Standards District Offices (FSDO). Provides all stakeholders information regarding the FAA's FSDO locations: [https://www.faa.gov/about/office\\_org/field\\_offices/fsdo/](https://www.faa.gov/about/office_org/field_offices/fsdo/).
6. FAA Handbooks, Manuals, and Other Publications. You can find handbooks, manuals, and other publications at [https://www.faa.gov/regulations\\_policies/handbooks\\_manuals/](https://www.faa.gov/regulations_policies/handbooks_manuals/).
7. Aeronautical Information Manual (AIM). All pilots operating in the U.S. National Airspace System (NAS) are encouraged to review the information contained in the AIM. You may find a copy of the latest revision at [https://www.faa.gov/air\\_traffic/publications/](https://www.faa.gov/air_traffic/publications/).

## **8.2 FOCA Documents (current editions).**

1. Regulation (EU) 2018/1139 of the European Parliament and of the Council of 4 July 2018: <https://www.easa.europa.eu/document-library/regulations/regulation-eu-20181139>.
2. Annex I to Commission Regulation (EU) No 1178/2011, (Part-FCL), as amended: <https://www.easa.europa.eu/document-library/regulations/commission-regulation-eu-no-11782011>.
3. Acceptable Means of Compliance (AMC) and Guidance Material (GM) to Part-FCL as per Decision No. 2011/016/R of the Executive Director of the European Aviation Safety Agency, as amended: <https://www.easa.europa.eu/document-library/acceptable-means-of-compliance-and-guidance-materials>.

**9 CONTACT INFORMATION.** The following FAA and FOCA offices are responsible for administering the conversion process.

**9.1 FAA Certificates.** For questions pertaining to pilot certification issues for the conversion of a CH Part-FCL pilot license to an FAA pilot certificate, contact the following:

<p>For questions involving procedures or how to accomplish any of the required steps in this process, your first point of contact should be your responsible FSDO, which can be found at <a href="https://www.faa.gov/about/office_org/field_offices/fsdo/">https://www.faa.gov/about/office_org/field_offices/fsdo/</a>. For policy questions, the offices listed below may be of assistance.</p>
<p>International Program Division — For technical oversight and administrative coordination of the IPL. <a href="https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs050/">https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs050/</a> 800 Independence Avenue, SW Washington, DC 20591 USA Tel: (202) 267-0962 Email: 9-AWA-AVS-AFS-050@faa.gov General point of contact to be copied on all FAA inquiries.</p>
<p>General Aviation and Commercial Division <a href="https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs800/">https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs800/</a> Tel: (202) 267-1100 Email: 9-AFS-800-Correspondence@faa.gov To be contacted for airman training, testing, regulations, and policy questions.</p>
<p>FAA Airmen Certification Branch P.O. Box 25082 Oklahoma City, OK 73125-0082 Toll Free: (866) 878-2498 Local Oklahoma City Area: (405) 954-3261 Email: <a href="https://registry.faa.gov/Airmenemail/AirmenEmail.aspx">https://registry.faa.gov/Airmenemail/AirmenEmail.aspx</a> To be contacted for pilot certification and license verification questions.</p>
<p>Civil Aerospace Medical Institute FAA Aerospace Medical Certification Division, AAM-300 CAMI, Bldg 13 P.O. Box 25082 Oklahoma City, OK 73125 Tel: (405) 954-4821 To be contacted for medical certification questions.</p>

For submission of FAA Form AC 8060-71, Verification of Authenticity of Foreign License and Medical Certification:

Preferred method: <https://iacra.faa.gov>

By mail:

For U.S. Postal Service regular and Priority Mail:

Federal Aviation Administration  
Airmen Certification Branch  
P.O. Box 25082  
Oklahoma City, OK 73125-0082

For commercial services that cannot deliver to a P.O. Box:

Federal Aviation Administration  
Airmen Certification Branch  
6425 South Denning Avenue  
Oklahoma City, OK 73169-6937

**9.2 CH Part-FCL Licenses.** For questions pertaining to the conversion of an FAA pilot certificate to a CH Part-FCL pilot license, contact the following:

FOCA — For pilot training, regulations, policy, pilot certification and verification, pilot testing, and medical certification questions:

Federal Office of Civil Aviation  
Section Legal and International Affaires LERI  
Papiermühlestrasse 172  
3063 Ittigen  
Switzerland  
Tel: +41 58 463 54 56

<https://www.bazl.admin.ch/bazl/en/home/personal/flugausbildung/pilot.html>

**10 PROCEDURE FOR OBTAINING AN FAA PILOT CERTIFICATE AND/OR INSTRUMENT RATING ON THE BASIS OF A SWISS FOCA CH PART-FCL PILOT LICENSE, INSTRUMENT RATING, AND/OR NIGHT RATING.** A person holding a valid CH Part-FCL pilot license and who has complied with the applicable IPL provisions is eligible for an FAA pilot certificate. This section details how a pilot licensed by the FOCA in accordance with EU Part-FCL at the private pilot level or higher in the airplane category and with or without an instrument-airplane rating and/or night rating, excluding type ratings, may qualify to be certificated in accordance with part 61 as an FAA private pilot with airplane category and/or instrument-airplane rating, subject to the terms of the IPL.

## **10.1 Applicability and Conditions.**

- 10.1.1** These procedures are available to the holders of a CH Part-FCL pilot license or higher-level license, including night rating and/or instrument rating, with single-pilot SEP land airplane and/or for single-pilot MEP land airplane class ratings, excluding type ratings. Lower-level pilot licenses similar to a sport pilot or a recreational pilot certificate are not eligible for this conversion. Ratings such as the touring motor glider (TMG) and seaplane ratings are not eligible for this conversion.
- 10.1.2** Aircraft type ratings cannot be converted from one system to the other. If a pilot holds a CH Part-FCL type rating for which an endorsement is required according to part 61, the privileges of the type rating will not be issued in accordance with this IPL.
- 10.1.3** Validations issued by the FOCA on the basis of Commission Delegated Regulation (EU) 2020/723 (also known as rendering valid) are not eligible for issuance of an FAA pilot certificate under the IPL procedures.
- 10.1.4** The CH Part-FCL pilot license and/or associated ratings must be valid prior to initiating this process. Expired ratings may not be issued under any circumstances. The FAA will reference the Verification of Authenticity Letter and the CH Part-FCL pilot license at the time of application for this purpose.
- 10.1.5** If a person receives flight training outside of the United States from an EASA Part-FCL flight instructor, under § [61.41\(a\)\(2\)](#), that person may credit the training toward the requirements of an FAA private pilot certificate or rating.
- 10.1.6** An applicant may apply for both an FAA private pilot certificate and instrument-airplane rating at the same time.
- 10.1.7** An FAA pilot certificate that has been surrendered, suspended, or revoked will not be reinstated through this IPL process.

## **10.2 License and Certification Considerations.**

- 10.2.1** The CH Part-FCL pilot license and/or associated ratings must be valid prior to initiating the conversion process under the IPL procedures.
- 10.2.2** A person must not hold at any time more than one EASA Part-FCL license per category of aircraft.
- 10.2.3** The FAA, upon issuing an FAA pilot certificate on the basis of a CH Part-FCL pilot license in accordance with these procedures, shall not require the surrender of that CH Part-FCL pilot license.
- 10.2.4** A person who is exercising the privileges of an FAA pilot certificate is required to meet the FAA flight review and recent flight experience requirements of part 61 to exercise the privileges of that FAA pilot certificate.

- 10.3 General Requirements for Application for an FAA Pilot Certificate and/or Instrument Rating.** The FAA will follow these procedures to determine eligibility for conversion of an CH Part-FCL pilot license to an FAA pilot certificate.
- 10.3.1 Compliance with Regulations.** The FAA may issue an FAA private pilot certificate with airplane category and SEL, MEL, and/or instrument-airplane ratings on the acceptance of a CH Part-FCL private pilot or higher-grade pilot license and applicable valid ratings under the terms of the IPL. The general eligibility requirements include:
- 10.3.1.1** Only valid CH Part-FCL pilot licenses are eligible under the terms of the IPL. If the applicant holds a Part-FCL license that was not issued by the FOCA, they must submit the application to the EASA Member State aviation authority (AA) or competent authority which initially issued the pilot license, except when the pilot has requested a change of competent authority and a transfer of their licensing and medical records to that authority.
- 10.3.1.2** In order to be issued an FAA private pilot certificate with the associated airplane category rating, SEL and/or airplane MEL class rating, and/or instrument-airplane rating under the IPL procedures, the applicant must apply in the United States with the FAA as described and in accordance with § [61.13\(a\)](#).
- 10.3.1.3** An applicant who already holds an FAA-issued pilot certificate (other than one issued on the basis of a foreign license (§ 61.75)) and seeks conversion of an additional rating on a CH Part-FCL pilot license, may use the process described in this AC. The applicant must apply with the FAA as described and in accordance with § 61.13(a).
- 10.3.2 Certificate and License Verification.**
- 10.3.2.1** The FAA Civil Aviation Registry shall ensure the applicant holds a valid CH Part-FCL pilot license and ratings and valid CH medical certificate or endorsement by verifying the CH Part-FCL pilot license and CH Part-MED medical certificate or endorsement with the FOCA. To start this process, the applicant, per § 61.13(a), should submit FAA Form AC 8060-71 through the preferred method of using the IACRA website at <https://iacra.faa.gov>. This form may also be found at [https://www.faa.gov/licenses\\_certificates/airmen\\_certification/foreign\\_license\\_verification/](https://www.faa.gov/licenses_certificates/airmen_certification/foreign_license_verification/) and mailed to the Airmen Certification Branch using one of the addresses shown in paragraph [9.1](#).
- 10.3.2.2** Along with the completed FAA Form AC 8060-71, the applicant must include a legible and complete copy of the applicant's CH Part-FCL license and CH Part-MED medical certificate or endorsement, under § 61.13(a).
- 10.3.2.3** Although the applicant must hold at least an FAA third-class medical certificate at the time of application for the conversion, as set forth in the IPL procedures, the applicant does not need to hold this medical certificate prior to submitting the completed FAA Form AC 8060-71.

- 10.3.2.4** The applicant should submit a completed FAA Form AC 8060-71 to the FAA Airman Certification Branch at least 90 days before meeting with an FAA-authorized examiner or at the FSDO where the applicant intends to apply for the FAA pilot certificate once the applicant has met all the requirements for license conversion.
- 10.3.2.5** When completing the application (FAA Form [8710-1](#), Airman Certificate and/or Rating Application), the applicant must provide the location of the FSDO or responsible Flight Standards office in which the FAA-authorized examiner has been designated where the in-person meeting may be anticipated. The FAA will not conduct the conversion process under the IPL outside of the United States and its territories. In addition, the FAA-authorized examiner, FAA ASI, or FAA aviation safety technician (AST) may not process the application remotely using remote technology.<sup>3</sup>
- 10.3.2.6** If the application and documentation for the verification process is received with missing and/or illegible information, the FAA will notify the applicant and request the applicant resend the information that was illegible and/or send the missing information.
- 10.3.2.7** The FOCA may require the applicant to submit additional forms and pay a fee for their part in the verification process prior to submitting a completed FAA Form AC 8060-71. Any forms or fees that are required by the FOCA should be sent directly to the FOCA.
- 10.3.2.8** Upon receiving a completed FAA Form AC 8060-71 from a CH Part-FCL pilot license holder, the FAA shall request a license verification from the FOCA to ensure that there is no current FOCA investigation of the applicant, that the CH Part-FCL license is authentic and valid, and that it is not suspended or revoked. In addition, the Transportation Security Administration (TSA) will conduct a security threat assessment.
- 10.3.2.9** The security threat assessment conducted by TSA for verification of authenticity of a foreign pilot license does not satisfy the requirements of the security threat assessment for flight training. The TSA webpage <https://www.fts.tsa.dhs.gov/home> describes the application requirements for non-U.S. citizens and non-U.S. nationals to apply for a TSA security threat assessment for flight training. The webpage also provides the requirements for training providers.

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<sup>3</sup> Section [61.31\(a\)](#) requires an applicant to submit an application for an airman certificate, rating, or authorization in a form and manner acceptable to the Administrator. The Administrator has determined that processing an application via remote technology (e.g., video calling) is not an acceptable form and manner to make application to an FAA-authorized examiner, ASI, or AST.

- 10.3.2.10** A CH Part-FCL pilot license holder does not need to meet the recent flight experience requirements to carry passengers prior to initiating the application process (e.g., FCL.060 does not need to be met).
- 10.3.2.11** In order to be issued an FAA private pilot certificate with airplane category and multiengine class rating, the applicant needs to hold a valid MEP land class rating on their CH Part-FCL pilot license. Since type ratings are excluded from the IPL, a valid CH Part-FCL pilot license using a pilot type rating for multiengine airplanes does not fulfill such requirement.
- 10.3.2.12** In order to be issued an FAA private pilot certificate in the airplane category with multiengine class and instrument ratings, the pilot needs to hold both a valid MEP land class rating and an IR(A) rating on their CH Part-FCL pilot license. Since type ratings are excluded from the IPL, a valid CH Part-FCL type rating for multiengine aircraft and an instrument rating does not fulfill the above requirement.
- 10.3.2.13** An applicant may submit FAA Form AC 8060-71 and the associated documents to the Airmen Certification Branch via mail or by the preferred method of using the IACRA system.
- 10.3.2.14** An applicant can apply at either a FSDO or with an FAA-authorized pilot examiner operating. On FAA Form AC 8060-71, the pilot must provide the location of the FSDO where the application and in-person meeting may be anticipated.
- Note:** There are no FSDOs located outside of the United States. An application cannot be made at an FAA International Field Office (IFO).
- 10.3.2.15** The applicant will receive a Verification of Authenticity Letter from the FAA once the verification process is complete. The Verification of Authenticity Letters are valid for a period of 6 months from the date of issuance unless the pilot license expiration date is earlier. However, in some cases, the FOCA may verify the license for less than 6 months. Upon the pilot's positive receipt of the Verification of Authenticity Letter, the pilot may schedule an appointment with an FAA-authorized examiner or FSDO.
- 10.3.2.16** If the applicant will be entering a FSDO, the applicant must make an appointment due to security restrictions.
- 10.3.2.17** The applicant must apply at a U.S. location. If the applicant will be applying with an FAA-authorized Designated Pilot Examiner (DPE) at a location other than a FSDO, an examiner may be contacted directly. If the applicant chooses to meet with a DPE, the meeting must take place within U.S. borders. An applicant can search for an FAA authorized examiner at <https://designee.faa.gov/designeeLocator>. In the Designee Types drop-down, select "DPE," select "Location Search" or "Designee Search," as appropriate, and then select

“DPE-FPE” (Foreign Pilot Examiner) under the Administrative listing. After clicking Search, the applicant can type in the name of the office that is the most convenient to narrow down the search.

### **10.3.3** Medical Certificate Requirements.

**10.3.3.1** The applicant must meet the appropriate medical certificate requirements prescribed in § [61.39](#).

**10.3.3.2** After the applicant submits a properly completed FAA Form AC 8060-71, the FAA will ensure the applicant holds a valid and unexpired CH Part-MED medical certificate or endorsement by verifying the CH Part-MED medical certificate or endorsement with the FOCA. The CH Part-MED medical certificate must be at least class 2 and appropriate to the license and ratings held on the CH Part-FCL pilot certificate. Additionally, the applicant must hold at least a valid and unexpired FAA third-class medical certificate. The applicant must present both valid and unexpired medical certificates at the time of applying for conversion of the CH Part-FCL pilot license and/or IR(A).

**10.3.4** English Language Proficiency. The applicant must demonstrate English language proficiency or provide evidence that they have acquired English language proficiency (§ [61.103\(c\)](#)). If the applicant holds a Part-FCL English language proficiency endorsement at level 4 or higher, it must be deemed to be equal to the “English Proficient” endorsement for FAA pilot certification. Guidance material on this topic may be found in AC 60-28. FAA inspectors will refer to Order 8900.1, Volume 5, Chapter 14, Section 1, Determine if an Applicant/Certificated Airman Meets the English Language Eligibility Requirement for an FAA Certificate.

**10.3.5** Revalidation and Renewal of Ratings. The FAA pilot certificates and ratings subject to this IPL (i.e., private pilot certificate and instrument rating) are issued without an expiration date. However, the privileges of an FAA pilot certificate are dependent upon the currency requirements within the FAA’s aviation system through flight reviews and recent experience requirements. All pilots must adhere to the currency requirements prescribed in part 61 (i.e., §§ 61.56 and 61.57).

### **10.3.6** Conversion of Additional Ratings after Initial Conversion.

**10.3.6.1** Additional ratings that are in the scope of the IPL may be included on the FAA private pilot certificate after the initial conversion of the CH Part-FCL pilot license. The applicant must fulfill the relevant requirements for each additional rating.

**10.3.6.2** Any ratings that are outside of the scope of the IPL will be issued according to the applicable FAA regulation. For example, if a person converted their CH Part-FCL pilot license into an FAA private pilot certificate with airplane category, MEL class ratings and sought to upgrade the certificate to a



commercial pilot certificate, which is outside the scope of the IPL, the person must meet the requirements as set forth in part 61 subpart F.

**10.3.7 Appeal and Conflict Resolution.** There is no right of appeal to the FOCA when the FAA limits, suspends, or revokes any FAA pilot certificate.

#### **10.4 Private Pilot License/Certificate—Eligibility Requirements.**

1. A person who holds a valid CH Part-FCL private pilot or higher-grade license for airplanes with a single-pilot SEP land and/or single-pilot MEP land class rating who wishes to apply for an FAA private pilot certificate must meet the applicable requirements of the IPL.
2. An applicant for an FAA private pilot certificate in the airplane category, SEL and MEL class must have fulfilled the minimum aeronautical experience requirements under § [61.109](#).

**10.4.1 Medical Certificate Requirements.** The applicant must license fulfill the requirements in paragraph [10.3.3](#) above.

**10.4.2 Language Proficiency.** The applicant must meet the requirements in paragraph [10.3.4](#).

#### **10.4.3 Testing Requirements — Knowledge Test.**

**10.4.3.1** Per § 61.103(e), an applicant must successfully complete a foreign pilot via BASA knowledge test (see paragraph 10.4.3.4) and present a valid, unexpired knowledge test report with a minimum passing grade of 70 percent at the time of application (§ [61.35\(b\)](#)). A knowledge test report is valid for 24 calendar months. The knowledge test will only be available in the English language.

**10.4.3.2** Knowledge tests will be administered through a computer-based format.

**10.4.3.3** Questions for the knowledge test will address specific FAA requirements relating to:

- Rules and regulations relevant to the holder of an FAA pilot certificate and/or instrument rating;
- Rules of the air/airspace; and
- Appropriate air traffic services practices, communications, and emergency procedures.

**10.4.3.4** Authorized knowledge tests, as referred to in paragraph 10.4.3.1, include:

- For conversion of a CH Part-FCL private pilot or higher-grade license to an FAA private pilot certificate with airplane category, the applicant must take and pass the Private Pilot Airplane Foreign Pilot via BASA (61.71) knowledge test (code PFB).

- For conversion of a CH Part-FCL IR(A) to an FAA instrument-airplane rating, an applicant must take and pass the FAA Instrument Rating Foreign Pilot via BASA (61.71) knowledge test (code IFB). As set forth in the IPL procedures, an applicant who already holds an FAA instrument rating in another category of aircraft (i.e., instrument-helicopter or instrument-powered-lift rating) must still take and pass the IFB knowledge test to convert the IR(A) to an FAA instrument-airplane rating.

**10.4.3.5** Per § 61.35(a)(3), prior to beginning the knowledge test, the applicant will be required to provide proper identification to the testing center proctor that shows:

- A photograph of the applicant;
- The applicant's signature;
- The applicant's date of birth; and
- If the permanent mailing address on the identification is a post office (P.O.) box number, then the applicant must provide a residential address.

**10.4.3.6** If the applicant receives a grade lower than 70 percent and wishes to retest, there is no mandatory waiting period to attempt the retest. The applicant must present the following, in accordance with § [61.49\(a\)](#):

- Failed Airman Knowledge Test Report; and
- Written endorsement from an FAA-authorized instructor certifying that additional instruction has been given, and the instructor has found the applicant competent to pass the test.

**10.4.3.7** If the knowledge test report has expired, the knowledge testing center proctor will request the expired knowledge test report (pass or fail), prior to retaking the same knowledge test. If the applicant no longer has possession of the original knowledge test, the applicant may contact the knowledge testing center to obtain a duplicate copy.

#### **10.4.4** Flight Review.

**10.4.4.1** An FAA-authorized instructor shall administer the flight review and/or the IPC in accordance with paragraphs 10.4.4.2–10.4.4.4 below, set forth by the IPL.

**10.4.4.2** Prior to the issuance of an FAA private pilot certificate on the basis of the CH Part-FCL private pilot license, an applicant must satisfactorily complete a flight review with an FAA-authorized instructor in accordance with § 61.56. Additional information pertaining to the flight review is set forth in AC 61-98 and the Private Pilot—Airplane ACS. Upon successful completion of the flight review, the FAA-authorized instructor shall enter an endorsement in the

applicant's logbook certifying that the applicant has completed the flight review satisfactorily.

**10.4.4.3** The successful completion of a flight review in a multiengine airplane will satisfy the flight review requirement for both multiengine and single-engine airplanes.

**10.4.4.4** An applicant license who is converting a CH Part-FCL private pilot or higher-grade license for airplane and a CH Part-FCL instrument-airplane rating simultaneously will need to complete the knowledge test requirements for both the FAA private pilot airplane process and FAA instrument-airplane rating process, as well as completing an IPC prior to submitting an application for conversion. The requirements of the flight review may be accomplished in combination with the requirements of the IPC and other applicable recent experience requirements at the discretion of the reviewer.

## **10.5 Night Rating—Eligibility Requirements.**

1. A person may apply for an FAA pilot certificate without a night restriction if they hold a valid CH Part-FCL night rating for airplanes without a limitation.
2. The absence of a night flying limitation on an FAA pilot certificate means that the FAA has found the person qualified to operate an aircraft during the time between the end of evening civil twilight and the beginning of morning civil twilight, as published in the Air Almanac, converted to local time (refer to 14 CFR part [1](#), § [1.1](#)).

**10.5.1** Medical Certificate. The applicant must fulfill the requirement in paragraph [10.3.3](#) above.

**10.5.2** Flight Training and Experience.

**10.5.2.1** The FAA will issue a private pilot certificate with the limitation "Night flying prohibited" unless the applicant holds a CH Part-FCL night rating or meets the FAA night experience requirement, per § 61.109, of 3 hours of night flight training in an airplane that includes:

- One cross-country flight over 100 nautical miles (NM) total distance; and
- Ten takeoffs and landings to a full stop (with each landing involving a flight in the traffic pattern) at an airport.

**10.5.2.2** If the certificate is issued with a night limitation, the applicant will not be permitted to exercise the privileges of the certificate during night (as defined in § 1.1).

**10.5.2.3** As set forth in the IPL procedures, the aeronautical experience requirements may be completed either in the EU Part-FCL system, in the FAA system, or in a combination of both. This means that an applicant who has prior training and/or aeronautical experience at night in the EU system may credit that

experience towards the requirements mentioned in paragraph 10.5.2.1 above with a similar amount of hours.

- 10.5.2.4** The requirement of dual instruction and cross-country navigation at night must be fulfilled with PIC aeronautical experience in airplanes at night.

## **10.6 Instrument Rating—Eligibility Requirements.**

1. A pilot who holds a valid CH Part-FCL IR(A) and wishes to apply for an FAA instrument-airplane rating must meet the applicable requirements included in this AC and as stated in the IPL.
2. An applicant is not required to apply for an FAA private pilot certificate and instrument rating simultaneously. However, if the applicant applies for both, a single application (FAA Form 8710-1) may be submitted that indicates the applicant meets the eligibility, knowledge, and experience requirements for the certificate and ratings sought.

**10.6.1** Medical Certificate. The applicant must fulfill the requirements of paragraph [10.3.3](#) above.

**10.6.2** Language Proficiency. The applicant must fulfill the requirements of paragraph [10.3.4](#) above.

**10.6.3** Testing Requirements—Knowledge Test. The applicant must fulfill the applicable requirements of paragraph [10.4.3](#) above.

**10.6.4** Acclimatization Flying.

**10.6.4.1** The purpose of this flight training is to have the applicants become accustomed to the specifics of U.S. airspace.

**10.6.4.2** As set forth in the IPL procedures, an applicant applying for an instrument-airplane rating on the basis of the applicant's IR(A) must have completed acclimatization flying in the United States, including its territories, with an FAA-authorized instructor before the IPC is administered under § 61.57(d), unless the applicant meets the experience set forth in paragraph 10.6.4.3.

**10.6.4.3** The applicant for an FAA instrument-airplane rating utilizing this process does not need to complete acclimatization flying if the applicant has:

- Prior experience of at least 50 hours of flight time under IFR as PIC in airplanes gained after initial issuance of the CH Part-FCL IR(A); or
- Prior experience of at least 10 hours of flight time under IFR as PIC in airplanes in the United States gained after initial issuance of the IR(A).

**10.6.4.4** As set forth in the IPL procedures, the instrument flight time in airplanes during which a pilot has been piloting the aircraft solely by reference to instruments and without external reference points, gained after the initial issuance of the CH Part-FCL IR(A), may be logged in accordance with § [61.51\(g\)](#) and credited towards the flight time under IFR requirements in paragraph 10.6.4.3 above. The pilot must have logged the time spent under these conditions in their logbook and must certify this information with their signature.

**Note:** A CH Part-FCL licensed pilot is required to log flight time in accordance with FCL.050 to Part-FCL. The regulation allows pilots to log instrument PIC in airplanes while operating on an IFR flight plan regardless of the meteorological conditions.

**10.6.4.5** As set forth in the IPL procedures, the acclimatization flying must be completed as follows:

1. The acclimatization flying must be comprised of Areas of Operation and Tasks in the instrument rating ACS.
2. While there is no prescribed minimum flight hour requirement for the acclimatization flying, the FAA-authorized instructor shall determine the appropriate amount of acclimatization flying needed.
3. The acclimatization flying shall be conducted in accordance with § 61.65(a)(5) and completed within the United States, including its territories, by an FAA-authorized instructor with an instrument-airplane rating on their flight instructor certificate before an IPC is conducted.

## **10.6.5** IPC.

**10.6.5.1** Prior to applying for conversion of a CH Part-FCL IR(A) to an FAA instrument-airplane rating, the applicant must complete an IPC in the United States, including its territories, with an FAA-authorized instructor (§ 61.57(d)(3) and IPL procedures). The authorized person will conduct the IPC in accordance with § 61.57(d) and the Instrument Rating—Airplane ACS.

**10.6.5.2** Upon successful completion of the IPC, the authorized person shall enter an endorsement in the applicant's pilot logbook stating that the applicant has completed the IPC successfully in accordance with § 61.57(d).

**10.6.5.3** The successful completion of an IPC does not constitute currency in each category of aircraft that the pilot is rated and plans to operate as PIC. The pilot is required to meet the recent flight experience to operate as a PIC as prescribed in § 61.57(d).

**10.6.5.4** The applicant must submit all paperwork described in these procedures to the FAA-authorized examiner, FAA ASI, or FAA AST for processing of FAA Form 8710-1.

**Note:** The ASI, AST, or FAA-authorized examiner shall verify that the Instrument Proficiency Check box is marked in addition to all other relevant information in Section I of FAA Form 8710-1 upon successful completion of an IPC. This will signify that the requirements of the IPL have been met prior to FAA issuing an instrument rating.

**10.6.6** Night Limitations. The applicant must fulfill the requirement in paragraph [10.5](#) above.

**10.7 Administrative Procedure to Apply for an FAA Private Pilot Certificate and/or Instrument Rating on the Basis of a CH Part-FCL Pilot License, Instrument Rating, and/or Night Rating.**

**10.7.1** Application for an FAA Pilot Certificate and/or Instrument Rating.

**10.7.1.1** The applicant must submit an application for issuance of an FAA pilot certificate in the standardized form and manner as specified in these procedures and as described in § 61.13(a).

**10.7.1.2** An application for an FAA pilot certificate must be made in person with an FAA ASI or AST at an FAA FSDO or in person in the United States with an FAA-authorized examiner using FAA Form 8710-1. The form may be found at <https://www.faa.gov/forms/index.cfm/go/document.information/documentID/1031493> or using the preferred method of submitting the application using IACRA (<https://iacra.faa.gov>).

**10.7.1.3** The FAA ASI, FAA AST, or FAA-authorized examiner scheduled for processing of the CH Part-FCL pilot license conversion will verify that FAA Form 8710-1 has been completed in accordance with the instructions.

**10.7.1.4** At the time of application, the applicant will need to show proof of identity. The method used must be current and valid.

- Acceptable methods of identification include, but are not limited to, nonexpired U.S. driver's licenses, government-issued identification cards, passports, and other forms of identification that enable verification of the applicant's identity.
- Such identification must include an official photograph of the applicant, the applicant's signature, and the applicant's residential address, if different than the mailing address. This information may be presented in more than one form of identification.

**10.7.1.5** The FAA ASI, FAA AST, or FAA-authorized examiner will request that the applicant present the following:

- A valid PFB and/or IFB knowledge test report, as appropriate;
- A valid Verification of Authenticity Letter that the FAA sent to the applicant after the CH Part-FCL pilot license and CH Part-MED medical certificate/endorsement verification process has been completed;
- A current and valid CH Part-FCL pilot license being used for the conversion at the time of application;
- A current and valid FAA medical certificate and current and valid CH Part-MED medical certificate/endorsement;
- If the applicant is applying for conversion of an EU Part-FCL IR(A) to an FAA instrument-airplane rating (regardless of whether the conversion is independent or concurrent with a private pilot certificate conversion), the applicant must present a valid endorsement for the required IPC;
- If the applicant is applying for conversion of an EU Part-FCL private pilot or higher-level license to an FAA private pilot certificate, the applicant must present a valid endorsement for the required flight review; and
- If the applicant is using flight experience to meet any of the requirements in this AC, the applicant must show this experience in the applicant's pilot logbook and/or other record and document this experience in FAA Form 8710-1, Section III, Record of Pilot Time.

## **10.7.2 Issuance of an FAA Pilot Certificate and Instrument Rating.**

### **10.7.2.1 Temporary Pilot Certificates and Instrument Ratings.**

**10.7.2.1.1** If the applicant meets the requirements described in this AC, the FAA ASI, FAA AST, or FAA-authorized examiner shall issue a temporary FAA private pilot certificate and/or instrument rating.

**10.7.2.1.2** The Temporary Airman Certificate is valid for a period of 120 days. If that time period has elapsed since issuance and a permanent airman certificate has not been received by the applicant, it is no longer valid. The applicant should contact the FAA-authorized examiner or FSDO that issued the Temporary Airman Certificate to ensure the application was processed correctly.

### **10.7.2.2 Permanent FAA Pilot Certificate and Instrument Rating.**

**10.7.2.2.1** Within 120 days, a permanent FAA pilot certificate will be mailed to the applicant at the mailing address listed on FAA Form 8710-1.

**10.7.2.2.2** Contact the Airmen Certification Branch with any questions at the contacts listed in paragraph [9.1](#) above.

**11 PROCEDURE FOR OBTAINING A SWISS FOCA CH PART-FCL PILOT LICENSE, INSTRUMENT RATING, AND/OR NIGHT RATING ON THE BASIS OF AN FAA PILOT CERTIFICATE AND/OR INSTRUMENT RATING.**

- 11.1 General.** The IPL details how a person holding a valid FAA pilot certificate at the private pilot level or higher with privileges for the airplane category and/or instrument rating may qualify to be licensed by the FOCA in accordance with Commission Regulation (EU) No 1178/2011 for a private pilot license, instrument rating, and/or night rating for the airplane category. Please review the FOCA website for guidance on obtaining a Swiss FOCA CH Part-FCL pilot license based on an FAA pilot certificate. Contact the FOCA for more detailed information on the conversion process and to submit an application for conversion.
- 11.2 FOCA Contact Information.** See paragraph [9.2](#) above.
- 12 AC FEEDBACK FORM.** For your convenience, the AC Feedback Form is the last page of this AC. Note any deficiencies found, clarifications needed, or suggested improvements regarding the contents of this AC on the Feedback Form.



## Advisory Circular Feedback Form

If you find an error in this AC, have recommendations for improving it, or have suggestions for new items/subjects to be added, you may let us know by contacting the General Aviation and Commercial Division at 9-AFS-800-Correspondence@faa.gov or the Flight Standards Directives Management Officer at 9-AWA-AFB-120-Directives@faa.gov.

Subject: AC 61-144, Issuance Process for Pilot Certificates in Accordance with the Implementation Procedures for Licensing as Part of the Bilateral Aviation Safety Agreement Between the FAA and the Swiss FOCA

Date: \_\_\_\_\_

*Please check all appropriate line items:*

An error (procedural or typographical) has been noted in paragraph \_\_\_\_\_ on page \_\_\_\_\_.

Recommend paragraph \_\_\_\_\_ on page \_\_\_\_\_ be changed as follows:

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In a future change to this AC, please cover the following subject:  
*(Briefly describe what you want added.)*

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Other comments:

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I would like to discuss the above. Please contact me.

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_