



Directorate of Civil Aviation
Grand-Duché de Luxembourg

**APPLICATION FORM FOR:
STUDENT/INITIAL / VARIATION / CONTINUITY
OF AIR TRAFFIC CONTROLLER LICENCE**

A. APPLICANT'S DETAILS (mandatory)

1. Name	2. Address
3. Nationality	
4. Place of birth	5. Date of birth
6. E-mail	7. Phone/Mobile

B. LICENSE DETAILS (if applicable)

1. Licence N°	2. Date of first issue					
3. Issuing Authority	4. Address of the Authority					
5. State of Issue:	EU Member State	Yes <input type="checkbox"/>	No <input type="checkbox"/>	State Adhering to SES	Yes <input type="checkbox"/>	No <input type="checkbox"/>

C. EMPLOYER'S DETAILS (mandatory)

1. Name
2. Address

D. TYPE OF APPLICATION (mandatory)

Application for:		Explanation	Valid until
<input type="checkbox"/>	Student Licence	After initial training and before on-the-job-training, and/or In case of an exchange of Licence	
<input type="checkbox"/>	Exchange of ATCO Licence		
<input type="checkbox"/>	Initial Controller Licence	After on-the-job-training and release	
<input type="checkbox"/>	Modification	To add changes to a licence (new rating, new endorsement...)	
<input type="checkbox"/>	New Rating		
<input type="checkbox"/>	New Rating Endorsement		
<input type="checkbox"/>	New Unit Endorsement		
<input type="checkbox"/>	New Level of Language Proficiency		
<input type="checkbox"/>	New OJTI Endorsement		
<input type="checkbox"/>	New STDI Endorsement		
<input type="checkbox"/>	New Assessor Endorsement		
<input type="checkbox"/>	New Temporary OJTI Endorsement		
<input type="checkbox"/>	New Temporary Assessor Endorsement		
<input type="checkbox"/>	Revalidation	Extension of a valid licence	
<input type="checkbox"/>	Unit Endorsement after periodic Assessment		
<input type="checkbox"/>	Language Assessment (Same Level)		
<input type="checkbox"/>	OJTI Endorsement		
<input type="checkbox"/>	STDI Endorsement		
<input type="checkbox"/>	Assessor Endorsement		
<input type="checkbox"/>	Theoretical Instructor Endorsement		

<input type="checkbox"/>	Renewal	<input type="checkbox"/>	Unit Endorsement	Renewal after expiry of an endorsement / licence
		<input type="checkbox"/>	OTJI Endorsement	
		<input type="checkbox"/>	STDI	
		<input type="checkbox"/>	Assessor	
		<input type="checkbox"/>	Theoretical Instructor Endorsement	

Rating	Rating Endorsement	Unit Endorsement	Instructor Endorsement	Unit	Assessor Endorsement	Unit	STDI Endorsement	Unit	Explanations
ADV		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Visual
ADI	ADI/TWR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Instrument / Tower Control
	ADI/GMC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Instrument / Ground Movement Control
	ADI/GMS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Instrument / Ground Movement Surveillance
	ADI/AIR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Instrument / Air Control
	ADI/RAD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Aerodrome Control Instrument / Aerodrome Radar Control
APP		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Approach Control Procedural
APS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Approach Control Surveillance
	APS/PAR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Approach Control Surveillance / Precision Approach Radar
	APS/SRA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Approach Control Surveillance / Surveillance Radar Approach
	APS/TCL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Approach Control Surveillance / Terminal Control
ACP		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Area Control Procedural
ACS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Area Control Surveillance
	ACS/TCL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Area Control Surveillance / Terminal Control
	ACS/OCN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>		Area Control Surveillance / Oceanic Control

E. APPLICATION FOR LANGUAGE ENDORSEMENT (if applicable)

<input type="checkbox"/>	Language Endorsement	<input type="checkbox"/>	English Level:	Valid Until:
		<input type="checkbox"/>	Other (if any):	Valid Until:

F. DETAILS OF THE MEDICAL CERTIFICATE (in case of an exchange of licence)

1. Issuing Authority	2. State of Issue	3. Class	4. Date	5. Expiry Date
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G. SIGNATURE

I wish to apply for initial / amendment / renewal of my ATC licence as indicated before and confirm that the information contained in this form was correct at the time of application. I herewith confirm that I am not holding an ATC licence issued by another Member State;

In the case of an exchange of licence, I herewith confirm that I apply for Luxembourg to become the state of licence issue for my licence and accept that the DAC will verify with the present issuing authority my personal and licensing data.

I understand the conditions necessary to exercise the privileges of the licence and I also understand that any incorrect information could disqualify me from holding an ATC licence in accordance with the relevant regulatory requirements.

Date:	Signature of applicant:
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H. Procedures and Payment

Payment must be made to CCPL IBAN LU65 1111 0002 4753 0000 BIC : CCPLLULL as per « *règlement grand-ducal grand-ducal du 8 novembre 2010 relatif aux qualifications et aux mentions associées aux licences des contrôleurs de la circulation aérienne* » of the following taxes:

- a) Initial student licence: 50€;
- b) Initial licence: 200€;
- c) Variation: 50€;
- d) Extension of validity: 25€.

Please mention "LICENCE ATC" with the payment.

Page 2 of DAC-NSA-710-1 shall be signed by the applicant and all other pages must bear the applicant's initials.

The application form and all relevant documentation shall be sent:

To :

- Direction de l'Aviation Civile
BP 283,
L-2012 Luxembourg

Or :

- Direction de l'Aviation Civile
4, rue Lou Hemmer
L-1748 Luxembourg

Please note that failure to submit all of the required documentation may lead to a delay in the processing of your application and issuance of the new license.



Direction de l'Aviation Civile
Grand-Duché de Luxembourg

INFORMATION NOTE ON DATA PROTECTION NOTICE D'INFORMATION SUR LA PROTECTION DES DONNEES

Air traffic controller licence

Licence de contrôleur aérien

Personal data are processed for the purpose of the issuance, renewal/revalidation, transfer and continuous oversight of air traffic controller licences.

Les données à caractère personnel sont traitées en vue de la délivrance, le renouvellement/la revalidation, le transfert et la supervision continue des licences des contrôleurs de la circulation aérienne.

The data subject has the right :

- to access to their personal data,
- to rectification or erasure of personal data or restriction of processing,
- to object to processing,
- to withdraw consent at any time where processing is based on consent, and
- to lodge a complaint with the CNPD (<https://cnpd.public.lu/en.html>).

Toute personne concernée a le droit :

- d'accéder à ses données personnelles,
- de demander la rectification ou l'effacement des données personnelles, ou la limitation du traitement,
- de s'opposer au traitement,
- de retirer son consentement à tout moment lorsque le traitement est fondé sur le consentement, et
- d'introduire une réclamation auprès de la CNPD (<https://cnpd.public.lu/fr.html>).

Failure to provide the requested personal data will prevent the issuance, renewal/revalidation or transfer of the air traffic controller licence.

Le fait de ne pas fournir les données à caractère personnel requises à la DAC fera obstacle à la délivrance, le renouvellement/la revalidation ou le transfert de la licence de contrôleur de la circulation aérienne.

For more detailed information on the protection of your personal data, please consult our website:

<https://dac.public.lu/direction/RGPD/index.html#GDPR>

Pour des informations plus détaillées sur la protection de vos données personnelles, veuillez consulter notre site web :

<https://dac.public.lu/direction/RGPD/index.html#RGPD>



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