

LICENCE RENEWAL CHECKLIST



Dear SAHPA Member

Thank you for being a member and licensed pilot. When you are ready to submit your documentation kindly use the checklist below to ensure that you have the correct documents to avoid any delays in renewing the licence.

Please send in your renewal at least 30 days before the licence expiry date to ensure that you have the updated licence before the old one expires. **You are legally not allowed to fly without a current licence on hand.**

All documentation is to be uploaded to your pilot profile

In order to renew your National Pilot's Licence, submit the following	v
CA 62-16 Form <ul style="list-style-type: none"> Pilot and Instructor signature to be original and form to be completed in full <p>*Note: Dates on this form may not be older than 60 days. Check if the bottom ISO block (CA 62.16, date and page number) is on the form when document has been printed. If your licence expired longer than 3 months, please submit a skill test form</p>	
Medical Fitness form- All applications and renewals require a medical. <ul style="list-style-type: none"> Self-declaration - if under 60 years of age and no mentioned medical conditions as per prescribed form. GP Medical - 60 years of age and older / medical conditions as per prescribed form. Tandem/ TF ratings – Class 4 Medical certificate from an Aviation Medical Examiner (Original Yellow or copy of original) <p>*Note: Dates on medical fitness form may not be older than 3 months</p>	
Copy of Logbook – Only require the last 2 pages of logbook NB: Every Logbook must have a hours and flight summary for the past year and since commencing sport together with a Pilot and instructor signatures on the last page. <ul style="list-style-type: none"> Handwritten copies (Pilot and Instructor signature) Digital copies (signed by Pilot and Instructor) All Instructors to submit a copy of instruction logbook to verify training (Mandatory) <p>*Note: Pilots maintaining electronic logbooks are expected to back up their logbook every 90 days for record purposes.</p>	
CA 62-15 Skill test form – Only required if minimum requirements have not been met OR when reapplying for a licence OR the licence expired 3 months prior to submitting renewal pack <ul style="list-style-type: none"> May not be older than 60 days from Instructor sign off Check flight not older than 90 days. 	
1 x ID/ Passport photo - Required	
Copy of 1st aid certificate – Only applicable to tandem/ GR A, B, C Instructor ratings	
SAHPA Membership application/ Renewal form	
Renewal fees Paid – PLEASE PAY INTO SAHPA's ACC: STD Bank, Acc NO: 202-489-280 and NOT into CAA account as prescribed on the CA 62-16 form. Proof of payment attached	
IPPI Card application form – if applicable (Only required when flying internationally)	
Copy of ID/Passport – Only applicable for a reissue of licence	

Licence/Rating renewal requirements (Also refer to SACAA CARS Part 62):

Paragliding & Powered Section

Basic: 5 hours and 20 flights
Sport: 10 hours and 40 flights
STD Tandem: 5 hours and 20, in addition to Sport Licence
TFI: 10 hours and 40 flights (solo), in addition to Sport Licence
Instructor: 10 hours and 40 flights and tandem flights as above rating/s

Hang Gliding

Novice: No minimum requirements
A Class: 1 hour and 10 flights
B Class: 5 hours and 10 flights
C Class: 15 hours and 20 flights (1 flight of 50km cross country)
Tandem: 10 flights and 5 hours (tandem), in addition to C-Class
Instructor: Minimum 20 flights and 15 hours and 50 km total cross country

If you have any queries, please contact the SAHPA office. We are looking forward to hearing from you soon.
 Safe Flying!