



# Examination Pro-forma

When completed the Lead Examiner is to return all pages (except for the temporary licence if the candidate was successful) directly to the BHPA office for processing.

## PART 1 To be completed by the Examination Co-ordinator

Candidate's name \_\_\_\_\_ M/ship No. \_\_\_\_\_ Telephone No. \_\_\_\_\_

Type of examination applied for \_\_\_\_\_

Senior Examiner \_\_\_\_\_ Exam fee paid £ \_\_\_\_\_

Assistant Examiner(s) \_\_\_\_\_

## PART 2 To be completed by the Lead Examiner

Indicate (✓) whether the following documents were produced for verification:

- BHPA valid membership card/licence
  - Instructor Log Book
  - Valid Driving Licence OR PPL
  - Flight Log Book
  - First Aid Certificate - Copy to BHPA office
  - Completed Medical Declaration - Copy to BHPA office
  - Pilot rating in the relevant discipline
  - Proof of training courses attended
- (See Technical Manual for required documents for each licence)

Date of examination: \_\_\_\_\_ Site: \_\_\_\_\_

Circumstances of examination (post-course, in situ at school, licence extension, etc.): \_\_\_\_\_

Comments: \_\_\_\_\_

## PART 3 Examiner's recommendations (delete as necessary)

It is / is not recommended that a Licence be issued in the following categories :

PARAGLIDING	HANG GLIDING	PARASCENDING
Dual Pilot <input type="checkbox"/>	Dual Pilot <input type="checkbox"/>	Dual Pilot Square <input type="checkbox"/>
AEI(Dual) <input type="checkbox"/>	AEI(Dual) <input type="checkbox"/>	AEI(Dual) Square Tow <input type="checkbox"/>
Senior AEI(Dual) <input type="checkbox"/>	Senior AEI(Dual) <input type="checkbox"/>	AEI(Solo) Round Land <input type="checkbox"/>
Instructor <input type="checkbox"/>	Instructor <input type="checkbox"/>	Senior AEI(Solo) <input type="checkbox"/>
Senior Instructor <input type="checkbox"/>	Senior Instructor <input type="checkbox"/>	Senior AEI(Dual) <input type="checkbox"/>
Development Instructor <input type="checkbox"/>	Development Instructor <input type="checkbox"/>	Instructor <input type="checkbox"/>
Senior Development Instructor <input type="checkbox"/>	Senior Development Instructor <input type="checkbox"/>	Senior Instructor <input type="checkbox"/>
Environments : Hill <input type="checkbox"/> Tow <input type="checkbox"/> Power <input type="checkbox"/> Speed Flying <input type="checkbox"/>	Environments : Hill <input type="checkbox"/> Tow <input type="checkbox"/> Power <input type="checkbox"/> Aerotow <input type="checkbox"/>	Round <input type="checkbox"/> Square <input type="checkbox"/>
Senior Tow Coach <input type="checkbox"/>	Senior Tow Coach <input type="checkbox"/>	Senior Tow Coach Square <input type="checkbox"/>
	Senior Power Coach <input type="checkbox"/>	Senior Tow Coach Round <input type="checkbox"/>
	Senior Aerotow Coach <input type="checkbox"/>	

If successful the candidate has been issued with a temporary licence (see final page).

If unsuccessful it is recommended that the candidate is allowed to apply for a re-test, after \_\_\_\_\_ months.

Name (Lead Examiner): \_\_\_\_\_ Signed: \_\_\_\_\_

If the examination was not completed state the reason \_\_\_\_\_

and list those areas ourstanding \_\_\_\_\_





# TEMPORARY LICENCE

**The Chief Examiner's Brief**

The Lead Examiner should read out each point in the relevant section below in turn and satisfy himself that the newly licenced member is aware of the added responsibilities. After adding any constructive comments he is to complete the Temporary Licence at the bottom of this page and hand this complete page to the successful candidate.

For newly Licensed Instructors:

The Chairman of the Flying and Safety Committee wants you made aware of the following points:

1. You may only instruct students in the disciplines shown on your licence.
2. You have a DUTY OF CARE towards your students. Don't be intimidated by anyone to carry out operations or training that you are not happy with; and do not hesitate to cease flying or restrict or repeat exercises.
3. You MUST warn all newcomers into the sport about the RISK of injury. It is a sport - NOT a fun fair ride.
4. Make certain that every student is a BHPA member - issue an Introductory Membership Certificate or check their BHPA membership card.
5. Treat every situation as unique - students, launches and flights. Be ready for the unexpected and remember that the weather can change dramatically, especially in hilly terrain, near the coast, or in the summer.
6. If you're not sure whether or not to submit an Incident Report, then send it anyway.
7. Read, take note and act on all Safety and Training information which may appear in SKYWINGS magazine, plus any official Safety Notices you may receive.
8. The issue of your licence means you are considered competent to operate unsupervised and to train students and pilots to all levels within the permitted categories. You have much still to learn, however, but providing you maintain the correct attitude and approach to the sport you will improve as your experience grows.
9. You should be thoroughly conversant with the relevant sections of the Technical Manual.
10. SAFETY REQUIREMENTS AND OPERATING PROCEDURES MUST BE FOLLOWED.
11. To add Extensions to this new Licence you should contact your CFI for details of how to proceed.

LEAD EXAMINER'S COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**TEMPORARY LICENCE**

This is to certify that, subject to compliance with the Rules and Regulations of the British Hang Gliding & Paragliding Association, a temporary Licence is granted in the category shown below for a period of 28 days from:

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

PARAGLIDING	HANG GLIDING	PARASCENDING
Dual Pilot <input type="checkbox"/>	Dual Pilot <input type="checkbox"/>	Dual Pilot Square <input type="checkbox"/>
AEI(Dual) <input type="checkbox"/>	AEI(Dual) <input type="checkbox"/>	AEI(Dual) Square Tow <input type="checkbox"/>
Senior AEI(Dual) <input type="checkbox"/>	Senior AEI(Dual) <input type="checkbox"/>	AEI(Solo) Round Land <input type="checkbox"/>
Instructor <input type="checkbox"/>	Instructor <input type="checkbox"/>	Senior AEI(Solo) <input type="checkbox"/>
Senior Instructor <input type="checkbox"/>	Senior Instructor <input type="checkbox"/>	Senior AEI(Dual) <input type="checkbox"/>
Development Instructor <input type="checkbox"/>	Development Instructor <input type="checkbox"/>	Instructor <input type="checkbox"/>
Senior Development Instructor <input type="checkbox"/>	Senior Development Instructor <input type="checkbox"/>	Senior Instructor <input type="checkbox"/>
Environments : Hill <input type="checkbox"/> Tow <input type="checkbox"/> Power <input type="checkbox"/> Speed Flying <input type="checkbox"/>	Environments : Hill <input type="checkbox"/> Tow <input type="checkbox"/> Power <input type="checkbox"/> Aerotow <input type="checkbox"/>	Round <input type="checkbox"/> Square <input type="checkbox"/>
Senior Tow Coach <input type="checkbox"/>	Senior Tow Coach <input type="checkbox"/>	Senior Tow Coach Square <input type="checkbox"/>
	Senior Power Coach <input type="checkbox"/>	Senior Tow Coach Round <input type="checkbox"/>
	Senior Aerotow Coach <input type="checkbox"/>	

Name of holder: \_\_\_\_\_

Examiner's signature: \_\_\_\_\_

Examiner's name: \_\_\_\_\_