

Endorsement or renewal of ratings in the licence of an air traffic controller or air station operator:

1. a free-form application, indicating the IIN and consent to the use of legally protected secret information contained in information systems;
2. scan copy of the receipt of payment for the relevant public service;
3. a copy of the qualification examine protocol;
4. a copy of the relevant medical certificate (for the ATC);
5. copies of documents confirming that he/she attended the most recent professional development course in his/her specialty;
6. a copy of the licence attachment.

Endorsement and (or) revalidation of a special remark in the licence of an air traffic controller, air station operator:

1. a free-form application, indicating IIN, as well as consent to use information protected by law, contained in information systems;
2. scan copy of the receipt of payment for the relevant public service;
3. copies of documents confirming that an OJTI has attended the most recent retraining course or maintains his/her professional level (if a special remark OJTI is added or renewed);
4. copy of the certificate, confirming the passing of English language test used in radiotelephone communication (when the special mark of knowledge of the language used in radiotelephone communication is inserted or prolonged);
5. a copy of the attachment to the licence.