

COMPLETING THE JCAB AE FORM

This guidance note has come about since the JCAB Aeronautical Experience (AE) form is difficult to complete to the standard required by the JCAB.

If you present yourself at your JCAB check and the AE form does not add up, you may not be allowed to do your check, and your training may be delayed whilst this is sorted out.

The JCAB have slightly differing definitions of certain events, like solo flying, or cross country, and their log books are different to many others. It just takes a little commonsense and then you will be able to translate your experience into a form that is correct for the Japanese authorities.

It is important to make sure that your hours are matched to the minute, your multi engine and single engine IMC time match to the minute with your total IMC time and so forth, and they do mean to the minute!

STEPS TO COMPLETING THE AE FORM

Firstly, note that all times must be in hrs:min format. So if you have 3.2 recorded for a flight, that becomes 3:12. Use 0.1 as a decimal is 6mins to convert figures.

Here are some easy to follow, step by step instructions.

1. Get out your very first logbook - the one for your initial flight training.
2. add up the hours that you flew without an instructor **before** you had your PPL.
 - a. this is your solo total time
 - b. note separately your day and night times
 - c. also note cross country solo time as a student (most likely this will be zero since most students do not do a cross country flight before a PPL is issued)
3. add up the hours that you flew non-cross country as PIC (basically any circuit work)
 - a. note separately your day and night times
4. add up the hours that you flew under dual instruction non cross country (basically under instruction in the circuit)
 - a. note separately your day and night times
5. Now get out your current logbook. Now add up your total PIC time
 - a. PIC here is time where you are in **actual** command of the aircraft
 - b. do not include ICUS, PUS, SIM time, Cruise Captain or any other time when you are not the operating captain of the aircraft
 - c. note separately your day and night times
6. add up your total dual time (anytime you were under instruction)
 - a. note separately your day and night times
7. add up your total co-pilot time
 - a. this is where you include your ICUS/PUS/Cruise Captain time
 - b. do not include any dual time in this category
 - c. note separately your day and night times
8. add up any F/E time you may have

Now, your Total Flight Time is calculated as the sum of the following items:

- Total Solo time, item 2. above,
- Total Dual time, item 6. above,
- Total PIC time, item 5. above,
- Total Co-Pilot time, item 7. above,
- Total F/E time, item 8. above.

This Total Flight Time should be the same as the Grand Total in your log book.

This Total Flight Time total should also equal the total of all the individual entries under Section 7 of the Aeronautical Experience form - the area that details your employment history and private flying history.

Now you should be able to fill in Section 8. of the Aeronautical Experience form using the information obtained above.

Section 9. of the AE Form

A 'cross country flight' is defined as a flight that satisfies the following:

- a. a total flight distance of more than 100km,
- b. a full stop landing at two or more airports, before
- c. reaching the destination.

What they are asking for this section are the details of a representative 'cross country flight'. Pick one flight that fulfills the above requirements, and fill in the details in this section.

You should be able to show a JCAB examiner this flight should they ask you to both confirm the details of what you have entered, and your understanding of a cross country flight.

These flights do not have to be completed in the one day, or the one duty cycle, just that the order of flights is such that you perform two full stop landings before reaching a final destination.

For example, if you were to depart SYD, fly to MEL, overnight, then fly to PER the next day, then return to SYD the following day, that would be a 'cross country flight'.

Other Notes

1. Under the hood, put "n/a"
2. if you don't know total night hours, use 30% of the figure
3. If you don't know IMC, use 10% of figure

Aeronautical Experience

1. Name					
2. Nationality		3. Date of Birth			
4. Present Address		TEL			
5. Permanent Address					
6. Educations <i>This refers to aeronautical education/training only.</i>					
	From	To	Name of School	Specialties	
(1)	Dec71	Dec72	USAF Flight School		
(2)	Nov80	Jun81	Happy Aerobatic School	Aerobatics	
7. Occupations					
	From	To	Employer	Type of Aircraft	Flight Time
	Jul 05	Present	Korean Air	B747-400	3,197:30
	Feb 87	Jul 95	Continental Airlines	B744, DC-10	3,791:12
	Feb 85	Feb 87	Saudi Airlines	B747-300	1,098:30
	Oct 81	Feb 85	Aloha Airlines	B737-300	434:06
	Nov 80	Oct 81	Unemployed - Private Flying	C152 PA34 PA28	746:20
	Dec 71	Oct 81	USAF	T33 F102 Others	861:40
<i>The sum total here should be the same as Total Flight Time, AND be the same as your logbook total</i>					
8. Classification of Flight Time					
Items	Aeroplane	Helicopter	Glider	Motor Glider	
Total Flight Time	10,129:18				
Pilot-in-command	3012:36				
Solo Flight	659:12				
Dual Instruction	226:06				
Co-pilot	6,221:12				
Flight Engineer	11:12				
Flight Navigator					
Instrument (Hood)	43:06				
Instrument (IMC)	1029:00				

Definitions:

Solo is defined as hours flown before obtaining your first licence.
 PIC time, for this form, will be your total PIC time less solo time.
 - do not double count solo time in PIC time.

Notes:

Do not include Dual hours in co-pilot time
 PIC time is only pure time as commander of an aircraft.
 - it does not include ICUS, PUS, P1U/S, etc.

Items		Aeroplane	Helicopter	Glider	Motor Glider
Night	PIC	1,096:54	Do not include 'solo' flight (see below)		
	Solo	33:54	Hrs flown before a licence was issued		
	Except PIC & Solo	2,220:14	Hrs as copilot or under dual instruction		
Cross Country	PIC	2,823:18	Hrs flown as PIC in daylight		
	Solo	299:00	Could be nil		
	Except PIC & Solo	4,921:00	Hrs as copilot or under dual instruction		
	Night PIC	1,248:48	Hrs flown as PIC at night		
Landing from Autorotation					
Instrument Flight Time of Simulator		204:00			
9. Detail of Cross-country Flying & Landings					
Departure		JFK			
Via		AMS			
Point of Arrival		LHR			
Place of Landing		LHR			
Date		May 1, 2001			
I Certify that The Above Statements are True.					
Signature of Applicant		_____			
Date		_____			