FCL: Revalidation/Renewal
Language Proficiency endorsement

OR language proficiency for pilot license conversion

Trafikstyrelsen
Danish Civil Aviation and Railway Authority

This application form is to be send to: license@trafikstyrelsen.dk

November 2026

Part A: To be completed by the applicant	
Date of birth	Surname
First name(s)	
Official address	
Postcode, city (and state if not DK)	
Telephone number	E-mail address
c/o address for sending licence, if different from the official address above	
Date of signature	Signature applicant

Part B: Scope of application for revalidation or renewal For pilot license conversion attach also a copy of present radio license	
☐	GEN - IFR
☐	BEG – VFR (EN)
☐	BEG – VFR (DK)
☐	NJOR HRO (EN)
☐	NJOR HRO (DK)
☐	NJOR ME (EN)
☐	NJOR ME (DK)

Part C: Additional information	**(M**: mandatory)
☐	**M** – Complete and attach the Language Proficiency Assessment Form. Appendix 1 and/or 2
☐	Language proficiency assessment performed in classroom
☐	Language proficiency assessment performed during PC or skill test. **M** - Also submit the "RT EXAM Form"
☐	Page 2 is amended by the assessor with language proficiency level
☐	Request a new radio license including new language proficiency level

Part D: IFR - Result of language proficiency test of applicant - Completed by LPA						
Test of applicant	**Pronunciation**	**Structure**	**Vocabulary**	**Fluency**	**Comprehension**	**Interactions**
	EN	EN	EN	EN	EN	EN
Level obtained						
Total score of final level		Remarks:				

Part E: VFR - Result of language proficiency test of applicant - Completed by LPA												
Test of applicant	**Pronunciation**		**Structure**		**Vocabulary**		**Fluency**		**Comprehension**		**Interactions**	
	EN	DK	EN	DK	EN	DK	EN	DK	EN	DK	EN	DK
Level obtained												
Total score of final level			Remarks:									

Part F: Declaration by the FCL Language Testing Organisation	
I, the undersigned, hereby certify that the applicant meet the requirements for the test level completed in Part D and/or E:	
☐	Government issued photo ID of applicant verified
Name of FCL language testing organisation (LTO) and number:	
Name of FCL language proficiency assessor (LPA) and authorisation number: **IMPORTANT:** Examiners/assessors holding an EASA authorisation issued by a competent authority other than the Danish Civil Aviation Authority must attach a copy of the Approval Certificate of the Language Testing Organisation (LTO) with which they are affiliated, as well as a copy of their valid Language Proficiency Assessor (LPA) Authorisation.	
Date:	Signature FCL - LPA:

Part G: Secrecy of correspondence (tavshedspligt) - To be completed by applicant	
For the issue of an FCL radio operator endorsement/licence: According to the ITU (International Telecommunication Union) Radio Regulations Edition of 2024, Article 17 and § 21 of the Danish tele authority's Executive Order on the use of radio frequencies without permission and on amateur radio tests and call signs, etc., secrecy of correspondence (tavshedspligt) shall be observed: »The content and existence of radio signals received by others than those for whom they are intended may not be used, published or disclosed to unauthorized persons«. »Indholdet og eksistensen af radiosignaler, som modtages af andre end den, for hvem de er bestemt, må ikke bruges, offentliggøres eller videregives til uvedkommende«.	
I hereby declare that I will comply with the secrecy of correspondence when obtaining my FCL Radio Operator endorsement/licence c.f. BL 6-08, 5.6:	
Date:	Signature applicant:

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App. 1: Documentation of language proficiency cf.AMC2 FCL.055 - **ENGLISH** - Individual language score as well as total score to be inserted in field **D** above.

NAME OF THE APPLICANT: **Language Proficiency Assessor (LPA) name and no.:**																																			
Total score of ENGLISH final level:																																			
PRONUNCIATION - EN						**STRUCTURE - EN**						**VOCABULARY - EN**						**FLUENCY - EN**						**COMPREHENSION - EN**						**INTERACTION -EN**					
1	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**
ENGLISH language: Notes, comments and grade description required above																																			

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App. 2: Documentation of language proficiency cf.AMC2 FCL.055 - **DANISH** - Individual language score as well as total score to be inserted in field **E** above.

NAME OF THE APPLICANT:																																			
Language Proficiency Assessor (LPA) name and no.:																								**Total score of DANISH final level:**											
PRONUNCIATION - DK						**STRUCTURE - DK**						**VOCABULARY - DK**						**FLUENCY - DK**						**COMPREHENSION - DK**						**INTERACTION -DK**					
1	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**	**1**	**2**	**3**	**4**	**5**	**6**
DANISH language: Notes, comments and grade description required above																																			

Appeal Procedure

Decisions made by language assessors in connection with Language proficiency assessment can be appealed to the Danish Civil Aviation and Railway Authority, cf. section AMC1 FCL.055 of EU-Regulation 1178/2011. The appeal must be submitted to the Danish Civil Aviation and Railway Authority no later than 14 days after receipt of the decision being appealed against.

Note: Submit completed form to License@trafikstyrelsen.dk attached with documentation for assessment of language skills ref. rating scale in AMC2 FCL.055. Also attach copy of LPA Assessor authorisation.

2026 July (FCL Section)
Trafikstyrelsen | Carsten Niebuhrs Gade 43 | DK-1577 København V | Denmark
www.trafikstyrelsen.dk | Phone: +45 7221 8800 | License@trafikstyrelsen.dk

Personel Data Protection

According to the general data protection regulation (GDPR), we will inform you how we handle the personal data we receive and process about you.

We are the Data Controller - how to contact us
The Danish Civil Aviation and Railway Authority is the Data Controller for the personal data we receive on you. If you have any questions concerning processing of your personal data by the Authority, you are welcome to contact us or our independent data protection adviser via the contact details below:

Contact details for the Authority:
Carsten Niebuhrs Gade 43
1577 Copenhagen W
Tel.: 7221 8800
E-mail: info@trafikstyrelsen.dk
CBR no.: 27186386

Contact details for our data protection adviser:

Carsten Niebuhrs Gade 43 1577 København V
Telefon 7221 8800
Fax 7262 6790
info@trafikstyrelsen.dk www.trafikstyrelsen.dk

E-mail: dpo@trafikstyrelsen.dk
Tel.: 41780131

The purpose of processing your personal data
The Authority processes personal data for the following purposes:
Application form. Applicant must be identifiable

The legal basis for processing your personal data
The legal basis for processing your personal data comes from:

Commission Regulation (EU) 2015/340 of 20 February 2015 laying down technical requirements and administrative procedures relating to air traffic controllers' licenses and certificates pursuant to Regulation (EC) No 216/2008 of the European Parliament and of the Council, amending Commission Implementing Regulation (EU) No 923/2012 and repealing Commission Regulation (EU) No 805/2011

Categories of personal data
The Authority processes the following categories of personal data on you:
Name, date of birth, address, telephone, email and evidence of education. It may further be required for legal identification such as e.g. passport, which then only is to be sent by Digital Post.

Transfer to recipients in other countries, including to international organisations
Details of certificate may be shared with the competent authorities in other states

Storage of your personal data
At least 5 years, but in accordance with national data protection legislation

Your rights
According to the Data Protection Regulation, you have a number of rights regarding the processing of your personal data by us. If you want to exercise your rights, please contact us.

The right to see your data
You have the right to see the data we process on you (the right of ac- cess to documents), or to apply for access to documents.

The right of correction
You have the right to have incorrect data on you corrected.

The right of deletion
In special instances, you have the right to have data we hold on you deleted before the date on which we generally delete data. This only applies to data which we are not obliged to record.
You can read more about your rights in the Danish Data Protection Agency's guide to data subject rights at www.datatilsynet.dk

Complaints to the Danish Data Protection Agency
You have the right to complain to the Danish Data Protection Agency if you are dissatisfied with the manner in which we process your per- sonal data. You can find the Agency's contact details at www.datatilsynet.dk