



Self-Assessment Portal - PEL

TCAA has developed online Self-Assessment Portal that provide the following features:

1. Online Application Submission
2. Online Bill Generation
3. Online verifications of the submitted application
4. Realtime notifications of the progress in applicant email

The above features provide convenience to applicants and enhance service quality.

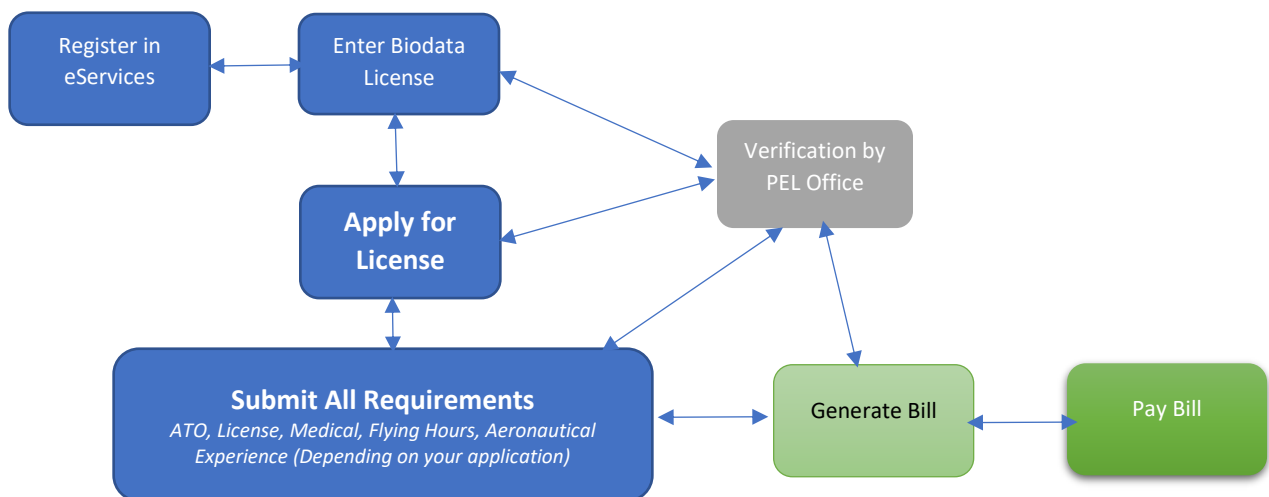
In order to access the service, you can enter the following address in any browser or just click the following link.

- Enter the address in the address bar of your preferred browser “
<http://www.eservices.tcaa.go.tz/>”
- Click the following Link : [TCAA eServices](#).

You are required to register in the system by selecting appropriate service. After successful registration, you need to verify your account in your registered email (Inbox). You are there. The application process has been made more interactively and stage wise process that enable any computer literate to accomplish the application.

Note:

During collection of License you are required to submit the original document as per checklist for final short verification.



To apply for License, the following are required.

No	Requirements	Attachment (Scanned PDF Format)
All Applicants		
1	Personal Data (Biodata) – This will be filled only once i.e. For subsequent application this stage will be skipped unless you want to edit the Biodata.	Birth Certificate/National ID/Passport Submit all or any of the above.
Pilot – Initial		
1	ATO	Ground School Certificate or ATO confirmation
2	Existing License prerequisite	License page and endorsements (all License pages)
3	Flying Hours	Last three pages of logbook
4	Medical Checkup	Medical Certificate
5	Aeronautical Experience	-
6	Exam Application	-
7	Generate Bill for and Payment (For Exam)	-
8	Schedule of Exam (After Payment for Exam)	-
9	Generate Bill for License (If all requirements are met) and Payment	-
Pilot – Renewal		
1	Existing License prerequisite	License page and endorsements
2	Flying Hours	Logbook
3	Medical Checkup	Medical Certificate
4	Generate Bill for License Renewal (If all requirements are met) and Payment	-
Pilot - Endorsement		
1	Existing License prerequisite	License page and endorsements
2	Flying Hours	Logbook
3	Medical Checkup	Medical Certificate
4	Exam Application – For the Endorsement	-
5	Generate Bill for and Payment (For Exam)	-
6	Schedule of Exam (After Payment for Exam)	

7	Examination Results	Examiner Report
8	Generate Bill for and Payment (For Endorsement) – If all requirement for endorsement met	-
Cabin Crew – Initial		
1	ATO	Ground School Certificate or ATO confirmation
2	Existing License prerequisite	License page and endorsements (all License pages)
3	Medical Checkup	Medical Certificate
4	Competence	
5	Exam Application – For the Endorsement	Signed Competence Form from ATO
6	Generate Bill for Exam Fee and Payment (For the applied Exam)	
7	Schedule of Exam (After Payment for Exam)	
8	Generate Bill for License Fee (If all requirements are met) and Payment	
Cabin Crew – Renewal		
1	Existing License prerequisite	License page and endorsements (all License pages)
2	Medical Checkup	Medical Certificate
3	Exam Application – For the Endorsement	Signed Competence Form from operator
4	Generate Bill for License Renewal Fee (If all requirements are met) and Payment	-
Cabin Crew – Endorsement		
1	Existing License prerequisite	License page and endorsements
2	Valid Medical Checkup	Medical Certificate
3	Exam Application – For the Endorsement	-
4	Generate Bill for and Payment (For Exam)	-
5	Schedule of Exam (After Payment for Exam)	
6	Examination Results	Examiner Report
7	Generate Bill for and Payment (For Endorsement) – If all requirement for endorsement met	-
FOO - Initial		
1	ATO	Ground School Certificate or ATO confirmation
2	Existing License prerequisite	License page and endorsements (all License pages)
3	Exam Application	-
4	Generate Bill for and Payment (For Exam)	-

5	Schedule of Exam (After Payment for Exam)	-
6	Examination Results	-
7	Generate Bill for and Payment (For License Fee) – If all requirements are met	-
FOO - Renewal		
1	Existing License prerequisite	License page and endorsements (all License pages)
2	Generate Bill for License Renewal Fee (If all requirements are met) and Payment	-

For more details please visit a guideline for Applicants(Phone (0754311902) or send message for assistant by clicking here)