



Bio data form

Candidate name (BLOCK LETTERS)					
Candidate Category	Flight crew		ATC		Other
License number					
License issue date			License expiry date		
Personal Data					
Gender	Male		Female		
Present Address					
Telephone				E-mail ID	
ID Number				Type of ID	
Nationality					
Native language					
Education Background					
<input type="checkbox"/> High School <input type="checkbox"/> Vocational <input type="checkbox"/> Diploma <input type="checkbox"/> Undergraduate <input type="checkbox"/> Postgraduate <input type="checkbox"/> Graduate					
Language Certification					
Training during the last 3 years					
Course Name		Place		Duration	
Professional Background					
Period of Service		Employer		Position Title	
Interview Schedule	Check out	Result Collection by		Test code assigned	
OSI					



Civil Aviation Authority of Nepal
Flight Safety Standards Department

Pre-training / testing / screening Form

Name			
ID		Type of ID	
Years in service			
Position		Duty Station	
Workplace Language used			

Evaluation Indicators

Language Certification	√	Language Background (Nationality)	√	Language Proficiency Assessment ICAO Scale	√
Pre-Degree Education					
SLC/'O' level		English as First Language		Oral interaction	
GCE 'A' Level		English as Second Language		Real time assessments of performance	
Higher Secondary Level		English as Foreign Language		RT monitoring checks	
Bachelor Level				Other	
Degree/Post Graduate Education		Family Background		Others (please specify)	
A recognized diploma with english as the medium of instruction		English as the dominant language used			
A recognized university degree with english as the medium of instruction		English not used or as a supplementary language			
Recognised English Proficiency Tests		Previous Employment			
IELTS/ TOEFL – Minimum Score		Employment in English-speaking country			
Any professional course in English (Training)		Employment in English-speaking industry			

Results: I verify that the Aviation English competency of the person named above is at pre operational level (Level 3)/ operational level (Level 4)// extended (Level 5) /Expert Level (Level 6). I recommend that the foregoing candidate take the test to ascertain his/her language level on the ICAO Rating Scale. I recommend that the foregoing person undergo Aviation English Training, followed by the test.

(To be filled by ELP rater)

Screened by		Date	
Capacity		Qualification	
Signature			



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Test Evaluation Form

Full Name of the Candidate:						
Organization					ID No.	
Contact Number					E-Mail	
Nationality						
License Issuance Authority						
License Number/ Type of License						
ALPT date of conduct						
Applied for: (Put √ against):						
• Licence Issuance						
• Licence Conversion						
• Renewal						
• Only screening						
If ALPT is already done, the level attained was						
Date of expiry						
Signature of candidate					Date	
PERFORMANCE EVALUATION (for Panel's Use)						
SKILL AREAS TESTED	1	2	3	4	5	6
Pronunciation						
Structure						
Vocabulary						
Fluency						
Comprehension						
Interaction						
Very Proficient Non Native / Native Speaker	YES		NO			
ICAO Level of Proficiency attained						
Remarks:						
INTERVIEW PANEL						
	Lead Rater	Operational Rater		Interlocutor		
Name						
Signature						



**Civil Aviation Authority of Nepal
Flight Safety Standards Department**

Rating Scale Analysis Form – Testers/Raters

Test takers name		ID
Test Date		
Lead Rater		
Operational Rater		
Interlocutor		

Pronunciation	Percentage of interference from first language
Level 6	0 - 5
Level 5	5 - 20
Level 4	20 - 30
Level 3	30 - 40
Level 2	40 - 50
Level 1	More than 50

Structure		6	5	4	3	2
Basic Structure	Expected events	P	P	P	PE	E
	Unexpected events	P	P	PE	E	E
Complex Structure	Expected events	P	PE	PE	E	E
	Unexpected events	P	PE	PE	E	E
Vocabulary		6	5	4	3	2
Range	Familiar topics	P	P	P	PE	E
	Unfamiliar topics	P	PE	PE	E	E
Accuracy	Familiar topics	P	P	P	PE	E
	Unfamiliar topics	P	PE	PE	E	E
Sophistication		P	PE	E	E	E
Paraphrase		P	P	P	E	E

Fluency		6	5	4	3	2
Length	Familiar topics	P	P	PE	PE	E
	Unfamiliar topics	P	PE	E	E	E
Speech flow		P	PE	E	E	E
Discourse markers (inc. fillers)		P	P	PE	E	E
Comprehension		6	5	4	3	2
Context	Common	P	MP	MP	PE	E
	Uncommon	P	MP	PE	E	E
Interaction		6	5	4	3	2
Responses		P	P	P	PE	E
Verbal / non-verbal cues		P	ME	E	E	E
Ability to deal with conversational turns	Expected turn	P	P	P	PE	E
	Unexpected turn	P	P	PE	E	E

Notes

P = Perfect/almost Perfect
 PE= Close to P with very less errors
 E = Errors distort performance.
 MP = Mostly perfect/Accurate
 ME = Manages responses



Aviation Language Proficiency Test (ALPT)

CERTIFICATE OF LEVEL ATTAINMENT

It is affirmed that Mr./Mrs./Ms. _____, Test Code No. _____ of
_____ ATC / PPL / SPL / CPL / ATPL / (A / H) Lic. No _____ attended
Aviation English Language Proficiency Test (ALPT) conducted on date _____ at this
Department. He/she was assessed on the six skill areas and found to have attained Level _____
on the ICAO Rating Scale as given below:

Area of Linguistic Descriptors	Level	Level attained
Pronunciation		
Structure		
Vocabulary		
Fluency		
Comprehension		
Interactions		

Lead Rater

Head of Department