

Who completes this form: the applicant (Part A) and an NZPIA Instructor Assessor (Parts B and C). The assessment must be carried out by an appropriately authorised instructor assessor (DM 13.3, 17.3).

References: chapter 13 of the current NZ Skydiving Documents Manual (DM). The manuals are updated regularly; where they differ from this form, the current manual prevails.

Part A – Applicant's Details *(applicant to complete)*

First & middle names		Last name	
Date of birth	<i>dd/mm/yyyy</i>	NZPIA No.	<i>if known</i>
Email		Phone	
Physical address in NZ	<i>Address for service – must be in New Zealand and not a PO Box</i>		
Postal address	<i>if different, incl. suburb, city and post code</i>		

Training programme(s) applied for (tick all that apply): ☐ Accelerated Freefall (AFF) ☐ Static Line (S/L) ☐ Other: _____

The rating may be limited to specific training programmes (DM 13.1.2).

Part B – Prerequisites *(instructor assessor to complete)*

Requirement	DM ref	Minimum	Candidate actual / evidence	Met
Identity confirmed – identification matches Part A	2.6	—		☐
Holds an NZPIA parachutist certificate with 'D' endorsement, or a commercial parachutist certificate (CPC holders have all 'D' privileges – DM 5.0.1)	13.3 / 5.0.1	D / CPC		☐
Has held a valid jumpmaster rating (or equivalent or higher non-NZPIA document) for at least the previous two years – date JM rating issued: _____	13.3	2 years		☐
Has completed the NZPIA High Altitude Descent Course (latest revision)	13.3	—		☐
Documented evidence of at least five hours of freefall time	13.3	5 h		☐
Documented evidence of live water training (i.e. simulated water landings)	13.3	—		☐
Documented evidence of at least 250 training descents as jumpmaster	13.3	250		☐
Documented evidence of having trained at least ten first jump courses	13.3	10		☐
Passed the NZPIA exams applicable to the rating	13.3	70%		☐
Fit and Proper Person Declaration (Form PIA01) attached, or one made within the preceding 2 years	13.3	—		☐

Cross-credit of a non-NZPIA instructor rating (DM 13.4) – complete only if applicable

Requirement	DM ref	Minimum	Candidate actual / evidence	Met
Has held a valid rating comparable to an NZPIA instructor rating for at least the previous two years, OR for the previous one year plus a rating comparable to an NZPIA jumpmaster rating for one year immediately before that	13.4.1	2 years		☐
Meets the NZPIA currency requirements for instructors (DM 13.5)	13.4.1	—		☐
Passed the NZPIA exams applicable to the rating	13.4.1	70%		☐
Competency assessment at least equivalent to DM 12.7.4 completed by an instructor assessor	13.4.1	—		☐

Non-NZPIA rating held		Date issued	dd/mm/yyyy
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Part C – Practical Assessment *(instructor assessor to complete)*

The candidate must demonstrate competency in all jumpmaster requirements (DM 12.7) and the instructor criteria in DM 13.6. Record the terminal objectives below (DM 13.6.1).

Assessment component (DM 13.6.1)	Satisfactory	Assessor initials & date
Written exam on NZPIA and CAA rules and regulations	☐	
Written exam on instructor duties, responsibilities, instructional techniques and training procedures	☐	
Oral presentation of an extraordinary (non-standard) descent briefing	☐	
“Brief, monitor, debrief” exercise	☐	
Practical demonstration of lesson planning	☐	
Teaching a first descent or first solo descent lesson	☐	
20-minute lecture presentation (topic chosen by the assessor)	☐	
Jumpmaster assessment requirements (DM 12.7) met or previously demonstrated	☐	

Assessor comments	
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Part D – Declarations *(applicant and instructor assessor)*

Declaration by the Applicant I declare that all details in this application are true and correct. I understand that to exercise the privileges of an NZPIA certificate, endorsement or rating in New Zealand I must comply with NZPIA's standards and procedures and all applicable Civil Aviation Rules.		Declaration by the Instructor Assessor I declare that the information above is true and correct to the best of my knowledge; that I am appropriately authorised (DM chapter 17), qualified and current to make this assessment; that the candidate has met all the requirements for the document sought; and that the assessment was carried out and documented in accordance with NZPIA standards and procedures (DM chapters 2.7 – 2.9).	
Signature		Signature	
Date		Name	
		NZPIA No. / AP No.	
		Date	

WARNING

Providing false or misleading information, or failing to disclose information relevant to the grant or holding of an aviation document, is an offence under the Civil Aviation Act 2023 and may lead to the document being suspended or revoked.

Submitting: Return this form and all supporting documents to ceo@nzskydiving.org. A Fit and Proper Person declaration is valid for two years: attach a completed Form PIA01 if you have not made one in the preceding two years. A new declaration with every application is recommended.

Privacy: NZPIA collects this information to assess your application and to keep the records it must hold as a CAR Part 149 organisation. It is stored securely and handled in accordance with the Privacy Act 2020. You may ask to see or correct the information NZPIA holds about you.

NZPIA use only

Date received		Fee received	☐ Yes ☐ N/A
FPP declaration reviewed	☐ Yes ☐ N/A	Exam result(s) verified	☐ Yes
Decision	☐ Issued ☐ Further information requested ☐ Referred to Director		
Document no. / date issued		Database updated	☐ Yes
Delegation holder (name)		Signature / date	