



ICAO

GLOBAL AVIATION TRAINING
TRAINAIR PLUS™

Employment Verification Letter

The Employment Verification letter must:

- *Identify the applicant's full name, job title, email address and phone number*
- *Certify that the applicant is employed by the NCAA*
- *Identify the name and title of the senior manager who supplied the letter*
- *Be printed on the NCAA's letterhead*
- *Be submitted in a PDF format (3 MB max)*