

INSTRUCTOR & STUDENT PRE-TEST CHECKLIST



Practical Test Checklist (Applicant) Appointment with Evaluator

1. Evaluator's Name: _____
2. Location: _____
3. Date/Time: _____
4. Acceptable Aircraft: _____

Place a check mark in each circle when completed.

Do the student's names match the pilot certificate, medical, passport, drivers license/photo ID birth certificate (if used for ID).

Enter full legal name (Last, First, Middle). If your full legal name is more than 50 characters, use no more than one middle name for record purposes. Do not change the name on subsequent applications unless it is done in accordance with 14 CFR part 61.25. If you do not have a middle name, enter "NMN." If you have a middle initial only, indicate "Initial only" otherwise you must include your middle name if you have one-no exceptions. Indicate if you are a Jr., II, or III.

5. Aircraft Documents: **Contact examiner to discuss.** ☐
6. Airworthiness Certificate: **Contact examiner to discuss.** ☐
7. Registration Certificate: **Contact examiner to discuss.** ☐
8. Operating Limitations: ☐
9. Aircraft Maintenance Records. **Contact examiner to discuss.** ☐
10. Logbook Record of Airworthiness Inspections and AD Compliance. ☐
Ask dispatcher to get a copy of the recent maintenance endorsements from maintenance. **Contact examiner to discuss to ensure they will accept copies of the latest. Ensure the Static, Altimeter, Transponder, and ELT (SATE) checks and all 4 phase inspections are included.**
11. The aircraft's POH with serial number "N" number and weight & balance: ☐
12. Does student have a (POH)? Make sure student has the most current one ☐
13. Personal Equipment:
 - a) View-Limiting Device. Approved hood or foggles. **Do NOT use one that you made yourself** ☐
 - b) Current Aeronautical Charts (Printed or Electronic) ☐
 - c) Yes, you may use your iPad or similar device. Make sure it is charged and has current data. Check ACS. ☐

- d) Computer and Plotter-may be electronic ☐
- e) Flight Plan Form and Flight Logs (printed or electronic) ☐
- f) Chart Supplements, Airport Diagrams, and appropriate publications ☐
- g) Current AIM and current Federal Regulations (FARs) ☐
- h) Personal Records, Identification—Photo/Signature ID, Passport, Driver's License. Must have photo for ID.
- i) Pilot Certificate. **Not paper-must be plastic.** If your student pilot has paper medical and Student Pilot Certificate combination this is NO LONGER VALID AND MUST BE REPLACED. Go to: faa.gov to get a new plastic one.
CONTACT The Director of Standards and Training for assistance. ☐
- j) Current Medical Certificate or BasicMed qualification ☐
- k) Completed IACRA FAA Form 8710-1, Airman Certificate and/or Rating Application with Instructor's Signature **AND completed hard copy** with instructor's signature in case IACRA is down. **Must be IACRA. Contact examiner if this is a problem and need to use paper application** ☐
- l) Original Airman Knowledge Test Report. **MUST BE ORIGINAL** with the original codes. **They will have the applicant's FTN number. Check with the testing center if there are questions.** ☐
- m) **STUDENT WILL NOT BE TESTED UNLESS YOU HAVE IT AND THE TEST IS CURRENT (within 2 years)** ☐
- n) **ALL** Pilot Logbooks with appropriate Instructor Endorsements ☐
- o) **All logbook columns tallied and carried over to each page.** You may write the totals in pencil if the last page is not completed or write them down on paper, but all columns on each page must be tallied. Electronic logbooks are acceptable so long as the instructor's signature is written, NOT typewritten. ☐

14. Applicant must bring:

- a) FAA Form 8060-5, Notice of Disapproval (if applicable) ☐
- b) Letter of Discontinuance (if applicable) ☐
- c) Evaluator's Fee. **Contact examiner to discuss.** ☐

Checkride Applicant Data Form DMS

SEND THE FOLLOWING INFORMATION TO THE EXAMINER

APPLICANT'S IACRA FTN NUMBER: _____

Do you require a Letter of Foreign License Verification Letter from a foreign country?

YES ☐ NO ☐ If you do, bring it with you for the test.

What is the country? _____

Type of Practical Test. What grade of Certificate is this test for?

☐ Private ☐ Commercial ☐ IFR ☐ ATP
☐ CFI Initial ☐ CFI renew / reinstate ☐ CFI-I
☐ IFR,(SEL or MEL)

Certificate Number of the Applicant _____

Is this a re-test for this certificate? YES ☐ NO ☐

Certificate(s) you now hold _____

Aircraft Category you are testing in (AIRPLANE) _____

Aircraft Class you are testing in SINGLE ENGINE ☐ MULTIENGINE ☐

Aircraft Make and Model to be Used (Eg: PA-28-161, CE-172-S, PA-44-180) _____

Proposed Activity StartDate _____

Proposed Activity Start Time _____

Full Legal Name of the Applicant _____

Applicant E-Mail _____

Applicant Phone Number _____

Name of Recommending Instructor _____

CFI Number of Recommending Instructor _____

Recommending Instructor Phone number & EMAIL: _____

Airport name & Identifier of Checkride Location _____

Airport name & Identifier where you trained _____

Name of FBO or Flight School Where Commencing Checkride _____

Street Address of Above _____

City _____

State _____

Postal Code _____

Certificate or Rating Applied for on the Basis Of (check all that apply):

- ☐ Completion of Test or Activity
- ☐ US Military Competence or Experience
- ☐ Graduate of Approved Course
- ☐ If yes, name and designation number of FAA-approved school: _____
- ☐ Holder of Foreign License
- ☐ Air Carrier Training Program
- ☐ Ask the Examiner what their fee is.

Marc Nathanson is willing to check the application no matter who administers the test.

PRIVATE PILOT EXPERIENCE REQUIREMENTS §61.109

Requirement	Complete
FAA Knowledge Test with the original codes. They have the IACRA FTN number. Check with the testing center if there are questions.	<input type="checkbox"/>
40 Hours Total Flight Time	<input type="checkbox"/>
20 Hours of Flight Training that Includes:	<input type="checkbox"/>
a. 3 hours x-country training	<input type="checkbox"/>
b. 3 hours night flight training	<input type="checkbox"/>
1 night x-country >100nm total distance. May be dual.	<input type="checkbox"/>
10 night takeoffs & landings to a full stop, each involving a flight in the traffic pattern. May be dual.	<input type="checkbox"/>
3 hours of flight training by reference to instruments	<input type="checkbox"/>

- 3 hours** of flight training with an authorized instructor in a single-engine airplane in preparation for the practical test, which must have been performed within the preceding 2 calendar months from the month of the test by their instructor ☐
- 10 Hours** Solo Flight Time That Includes: ☐
- a. **5 hours** solo x-country (best for student to do these flying 2 solo X-countries) ☐
- 1 solo x-country >150nm total distance with full stop landings at 3 airports and one segment of the flight consisting of a straight-line distance of more than 50 nautical miles between the takeoff and landing locations. ☐
- b. 3 solo takeoffs & landings to a full stop, each involving a flight in the traffic pattern at an airport with an operating control tower ☐

ENDORSEMENTS

Student Pilot Certificate

Endorsement of U.S. citizenship recommended by the Transportation Security Administration (TSA): Title 49 of the Code of Federal Regulations (49 CFR) 1552.3(h) ☐

Pre-solo aeronautical knowledge test and logbook endorsement: 61.87(b) ☐

Endorsement Requirements:

Complete

Solo flight (first 90-day period): 61.87(n) ☐

Solo flight (each additional 90-day period): 61.87(p) ☐

Solo takeoffs and landings at another airport within 25 nautical miles (NM): 61.93(b)(1) if instructor authorized ☐

Solo cross-country flight: 61.93(c)(1) and (2) (Received training) ☐

Solo cross-country flight: 61.93(c)(3) (Review flight planning) ☐

Repeated solo cross-country flights not more than 50 NM from the point of departure: 61.93(b)(2) if instructor authorized ☐

Solo flight to, from, or at an airport located in Class B airspace: 61.95(b) and 14 CFR part 91, 91.131(b)(1) if instructor authorized. **NOTE: The FAA and ECAC does not allow student pilots to fly solo into Class B airspace.** ☐

Private Pilot Certificate

Aeronautical knowledge test: 61.35(a)(1), 61.103(d), and 61.105 ☐

Flight proficiency/practical test: 61.103(f), 61.107(b), and 61.109 ☐