

# Instructor & Student Private Pilot Practical Test Checklist

Student's Full Name: \_\_\_\_\_

Student's Certificate Number: \_\_\_\_\_

Student's FTN: \_\_\_\_\_

## Practical Test Checklist (Applicant) Appointment with Evaluator

Evaluator's Name: \_\_\_\_\_

Location: \_\_\_\_\_

Date/Time: \_\_\_\_\_

Acceptable Aircraft: \_\_\_\_\_

## Students Documents

- ☐ FAA Student Pilot Certificate (61.123(j))
  - Name on the student pilot certificate must match the name on the photo ID
  - Name on the student pilot certificate must match the name on the knowledge test result sheet
- ☐ Government Issued Photo ID (valid & unexpired) (61.3(a)(1)(2), AC 61.65 Appendix 2)
  - U.S. State issued driver's license or ID, Passport, or US Armed Forces ID Card. (Must be unexpired, government issued)
  - Name must consistent with name on student pilot certificate
  - Name is consistent with name on Airman's Knowledge Test Results
  - Name is consistent with name on 8710-1 application
  - Name on the student pilot certificate must match the name on the photo ID
  - Name on the student pilot certificate must match the name on the knowledge test result sheet
- ☐ FAA Current Medical Certificate (61.3(c)(1)(2), 61.39(a)(4))
  - Minimum 3rd Class Medical (for testing purposes) 61.23(a), or
  - Basic Med (61.113(i), 61.23(c)(3), Part 68
- ☐ The student's names exactly matches
  - Pilot certificate,
  - Medical certificate
  - Government Issued Photo ID (passport / drivers license etc)
- ☐ Student Training Logbook
  - Ensure that the student's name is correct and matches Govt, ID, Pilot Certificate, Medical
  - Ensure that the contact information is correct. Include:
    - Phone Number
    - Email
  - Ensure that all columns are added and carried over.
  - Last page may be in pencil
  - Ensure that all pages are signed to be correct and accurate.
  - Ensure all required endorsements are filled out correctly and signed by the flight instructor

# Private Pilot Requirements Checklist

Ensure all Aeronautical Aeronautical experience requirements have been met before proceeding with

	Logbook Items	Complete
<b>§ 61.109(a)</b> - At least <b>40 hours of flight time</b>	Total time:	<input type="checkbox"/>
<b>§ 61.109(a)</b> - <b>20 hours of training</b> on the areas of operation listed in of this part that includes at least -	Total Training (Sum 1-4):	<input type="checkbox"/>
<b>61.109(a)(1) Cross country training</b> <b>3 hours of cross-country flight training</b> in a single-engine airplane;	Total XC Training:	<input type="checkbox"/>
<b>§ 61.109(a)(2) Night training</b> Except as provided in § 61.110 of this part, <b>3 hours of night flight training</b> in a single-engine airplane that includes -	Total Night Training Hours (Sum i-ii):	<input type="checkbox"/>
<b>§ 61.109(a)(2) Night training</b> <b>(i) One cross-country flight of over 100 nautical miles total distance;</b>	Flight:	<input type="checkbox"/>
<b>§ 61.109(a)(2) Night training</b> <b>§ 61.109(a)(2)(ii) 10 takeoffs and 10 landings to a full stop</b> (with each landing involving a flight in the traffic pattern) at an airport.	Full Stop Takeoff/ Landings:	<input type="checkbox"/>
<b>§ 61.109(a)(3) Simulated Instrument training</b> <b>3 hours of flight training</b> in a single-engine <b>airplane on the control and maneuvering of an airplane solely by reference to instruments</b> , including straight and level flight, constant airspeed climbs and descents, turns to a heading, recovery from unusual flight attitudes, radio communications, and the use of navigation systems/facilities and radar services appropriate to <b>instrument</b> flight;	Total Sim. Instrument:	<input type="checkbox"/>
<b>§ 61.109(a)(4) Checkride preparation</b> <b>3 hours of flight training</b> with an <b>authorized instructor</b> in a single-engine <b>airplane in preparation for the practical test</b> , which <b>must have been performed within the preceding 2 calendar months</b> from the month of the test	Total Training (60 days):	<input type="checkbox"/>
<b>§ 61.109(b)</b> - <b>10 hours of solo flight training</b> in the areas of operation listed in <b>§ 61.107(b)(1)</b> of this part, and the training must include at least - <b>§ 61.107(b)(5)</b> - <b>10 hours of solo flight time in a single-engine airplane</b> , consisting of at least -	Total Solo Flight Sum (Items (a)(5)i-iii):	<input type="checkbox"/>
<b>§ 61.109(a)(5) Solo cross-country</b> <b>§ 61.109 (a)(5)(i)</b> 5 hours of solo <b>cross-country time</b>	Solo XC:	<input type="checkbox"/>
<b>§ 61.109(a)(5) Solo cross-country</b> <b>§ 61.109 (a)(5)(ii)</b> One solo cross country flight of <b>150 nautical miles total distance</b> , with <b>full-stop landings at three points</b> , and <b>one segment of the flight consisting of a straight-line distance of more than 50 nautical miles</b> between the takeoff and landing locations	Long Solo XC:	<input type="checkbox"/>
<b>§ 61.109(a)(5) Solo cross-country</b> <b>§ 61.109(a)(5)(iii)</b> Solo towered takeoffs and landings <b>Three takeoffs and three landings to a full stop</b> (with each landing involving a flight in the traffic pattern) at an <b>airport with an operating control tower</b> .	Solo Full Stop Towered Takeoff/ Landings:	<input type="checkbox"/>

## Aircraft Documents

You must ensure that all aircraft document are available for the practical test.

- ☐ Aircraft Documents: **Contact examiner to discuss.**
- ☐ Airworthiness Certificate: **Contact examiner to discuss.**
- ☐ Registration Certificate: **Contact examiner to discuss**
- ☐ Operating Limitations:
- ☐ Aircraft Maintenance Records. **Contact examiner to discuss.**
- ☐ Logbook Record of Airworthiness Inspections and AD Compliance.

Ask an ECAC 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.**

- ☐ Aircraft Maintenance Records. **Contact examiner to discuss.**
- ☐ The aircraft's POH with serial number "N" number and weight & balance:
- ☐ Student has a Pilot's Operating Handbook - Make sure it is the most current one

## Personal Equipment:

- ☐ View-Limiting Device. Approved hood or foggles. **Do NOT use one that you made yourself**
- ☐ **Current** Aeronautical Charts (Printed or Electronic)
- ☐ EFB (iPad or similar device.) Make sure it is charged and has current data. Check ACS.
- ☐ Computer and Plotter (may be electronic)
- ☐ Flight Plan Form and Flight Logs (printed or electronic)
- ☐ Chart Supplements, Airport Diagrams, and appropriate publications
- ☐ Current AIM and current Federal Regulations (FARs)
- ☐ Personal Records, Identification—Photo/Signature ID, Passport, Driver's License. Must have photo for ID.
- ☐ **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](http://faa.gov) to get a new plastic one. CONTACT The Director of Standards and Training for assistance.
- ☐ **Current Medical Certificate** or BasicMed qualification
- ☐ **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
- ☐ 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. STUDENT WILL NOT BE TESTED UNLESS YOU HAVE IT AND THE TEST IS CURRENT (within 2 years)
- ☐ ALL Pilot Logbooks with appropriate Instructor Endorsements . 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.

## Applicant must take to the check ride:

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



# Check ride Applicant Data Form DMS

## SEND THE FOLLOWING INFORMATION TO THE EXAMINER

APPLICANT'S IACRA FTM NUMBER: \_\_\_\_\_

- ☐ Letter of Foreign License Verification Letter from a foreign country required?  
If yes, ensure you take it with you for the test.

For which country? \_\_\_\_\_

Type of Practical Test. \_\_\_\_\_

What grade of Certificate is this test for? \_\_\_\_\_

### Type of Practical Test.

- ☐ Private  
☐ Instrument  
☐ Commercial  
☐ ATP  
☐ CFI Initial  
☐ CFI renew / reinstate  
☐ CFI-I

Certificate Number of the Applicant \_\_\_\_\_

- ☐ Is this a re-test for this certificate?

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 Check-ride Location \_\_\_\_\_

Airport name & Identifier where you trained \_\_\_\_\_

Name of FBO or Flight School Where Commencing Check-ride \_\_\_\_\_

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 and method of payment is.**

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

# Ground and Flight training Completion

I \_\_\_\_\_ CFI Number \_\_\_\_\_  
certify that I have provided ground and flight training on the following areas to:

Student Pilot Name \_\_\_\_\_

Student Pilot Certificate \_\_\_\_\_

AREAS OF OPERATION	DATE	SIGNATURE
Applicable FAA regulations relating to private pilot	_____	_____
Accident reporting requirements of the NTSB	_____	_____
Use of the applicable portions of the AIM and FAA circulars	_____	_____
Use of aeronautical charts for VFR navigation	_____	_____
Radio communication procedures	_____	_____
Recognition of critical WX situations, wind-shear	_____	_____
Use of WX reports/forecasts	_____	_____
Safe and efficient operation of aircraft including collision and wake turbulence	_____	_____
Effects of density altitude on takeoff and climb performance	_____	_____
Weight and balance computations	_____	_____
Principles of aerodynamics, power-plants, and aircraft systems	_____	_____
Stall awareness, spin entry, spins, and spin recovery techniques	_____	_____
Aeronautical decision making and judgment	_____	_____
Preflight action including runway lengths, takeoff and landing distances	_____	_____
Preflight action including WX reports and forecasts, fuel requirements	_____	_____
Preflight action including how to plan for alternatives if planned flight can't be completed	_____	_____