

Non-Citizen Student Check-In



Students Full Legal Name

NOTE: Training may NOT start until TSA verification is received. A TSA training receipt with ID number is required. Instructors must have a TSA account and obtain verified candidate eligibility through the TSA website.

- Photograph** the applicant - must be taken in the office. File the picture.
- Examine, copy and file **birth certificate/passport and visa** - both sides of each. File.
- Pilot Profile** - complete and file. Verify email address and phone number.
- Credit Card Authorization** - place in the safe for security.
- Rental Agreement** - sign, initial and file. Provide the student with a copy.
- Candidate application: <https://www.fts.tsa.dhs.gov/home/candidateregistration>
- Advise - **Fingerprinting** must be done at <https://NATACS.aero/FTSP>
- Instructions to get a Medical Certificate
- Advise - consider Renters Insurance - link on website
- Provide a copy of "Getting Started with Flight Training"
- Advise - AOPA membership (free for students)

Flight Instructor

Date

Jennifer Kreit-Wright must approve student files.