TSA Authorization

For non-US citizens seeking to obtain flight training in the US, the Transportation Security Administration (TSA) requires a background check or security threat assessment (STA). This applies to initial pilot certification (i.e. Private Pilot training), the Instrument Rating, and the addition of a Multi-Engine class to an existing pilot certificate. Recurrent training and other ratings and certificates do not require a TSA authorization. Since July 2024, the security threat assessment is now valid for 5 years and can be used for different ratings and with different training providers.

Note that the permission to begin training must be granted before beginning training flights. Only a Discovery Flight is allowed before completing the TSA authorization.

The TSA authorization is done on the Flight Training Security Program (FTSP) website here. It usually takes 7-10 business days end to end to complete the authorization process.

The first part of the process is done online, expect 30-45 minutes to complete it. Once the application is submitted, TSA will process your application. It will usually take 3-4 business days. If this is your first time going through the FTSP process, you will then have to get your fingerprints taken. This can be done at a variety of locations, including most Staples locations. Once this is complete, it will take another 3-4 business days for TSA to perform the background check, and you will then receive an authorization to begin training over email. The processing fee for the application is $140. Note that if you have TSA PreCheck, Global Entry, SENTRI, or NEXUS you can qualify for a reduced fee or $125.

1. **Registering on the FTSP website.**
    1.1. Access the FTSP website on https://fts.tsa.dhs.gov/.
    1.2. At the top right, click on "Register Options", then on "Candidate Portal"

    1.3. Follow the steps to register on the portal. Make sure the information entered matches exactly the information in your Passport. **There are 6 steps.**
        1.3.1. Personal information

       1.3.2.   Passport information

       1.3.3.   Create a User ID

       1.3.4.   Create security questions

       1.3.5.   Sign the application digitally

       1.3.6.   Submit the registration

1.4.   Once you have completed all of the steps, you will receive a temporary password over email. You must log in with the temporary passport within 4 hours of receiving the email.

1.5.   Once you have received the temporary email with the password, log in to the FTSP portal, and you will be prompted to update your password.

2. Updating your personal information

2.1.   Once you are logged in the portal, you will first have to update your personal information.

Manage My Personal Account Information

To begin this process, select 'Update Personal Information.' You will be asked to provide information such as your name, birth date, citizenship, and other biographical information. To complete each step, click on the link on the right, which will take you to the next step. You must click the 'Save' button at the top of the screen before you proceed to the next step. The links on the left of your screen allow you to see the progress of your application throughout the process ([checkmark] indicates information accepted; * indicates information still required).

    ▷ Update Personal Information

2.2.   You will first need to enter your basic information, make sure the information matches exactly what is on your passport.

2.3.   You will also need to upload images of your passport and visa.

       2.3.1.   Note that if you have TSA PreCheck, Global Entry, SENTRI, or NEXUS you can qualify for a reduced fee. You will have to submit an image of the TSA PreCheck letter, or your Global Entry, SENTRI, or NEXUS card.

       2.3.2.   Note that if you are a US Permanent Resident, you can upload your green card and qualify for expedited processing.

2.4.   Then you will be asked to enter your address and employment history information for the past 5 years.

2.5.   Once this is complete, click on Create application at the bottom of the page.

3. Pay the application fee

    3.1.   On the next screen, you will be prompted to pay the application fee on pay.gov.

        3.1.1.   The fee for regular processing is $140.

        3.1.2.   If you have already completed TSA PreCheck, or have Global Entry, SENTRI, or Nexus, you qualify for a reduce processing fee of $125.

4. Complete the fingerprinting process

    4.1.   If this is your first time processing an STA application, you will be required to complete the fingerprinting process. Once instructed by TSA, follow the instructions in the email you receive. Fingerprinting is available at many Staples locations. You can find a location near you at [this address](#).

        4.1.1.   Do not go to the fingerprinting location until you receive an email from TSA confirming that your file is ready for fingerprinting.

    4.2.   Once your fingerprints have been taken, TSA will process your background check. You will receive an email when the process is complete and your approval has been granted. You'll then be able to select a training provider.

5. Selecting a training provider.

    5.1.   Once you receive the email confirming that your Approval has been granted, you'll be able to select a provider. Log in your FTSP account, and click on Manage My Flight Training Providers.

5.2.   On the following screen, select New Jersey as the state, and Costanzo Air as the Provider. Then click Save.

5.3.   At this point, Costanzo Air will receive a notification that you have asked to select Costanzo Air as your flight training provider, and we will setup a Training Event for you in the FTSP system. Once this is complete, you will be able to begin flight training.

If you need help: let us know and we are happy to assist. You can review the user guide provided by TSA for candidates here. You can also contact the FTSP helpdesk at (703) 542-1222 or FTSP.Help@tsa.dhs.gov.