

Flight Instructor (IA) Verification Form

Eligibility & Prerequisites

Identification, AKTR, and Medical

- ☐ Please verify that the names on the ID, pilot certificate, medical, and knowledge test results (if initial) are full legal names and matches exactly. Notify examiner of any discrepancies.

IACRA

- ☐ Complete the 8710.1 and ensure it is signed by recommending CFI:
(Requires recommending CFI gave training)
- ☐ Confirm all time listed in the Aeronautical Experience match the applicant's logbook
 - o Total Time should be more than dual time plus solo time unless all prior practical tests were conducted under 141 examining authority and the applicant has only conducted training flights (no rentals)
- ☐ Ensure that the class rating times are completed properly

***Source - IACRA FAQ**

The **data on my medical** does not match what is in the FAA Airman Registry database, what should I do?

If it is less than 60 days since the date of issue of your certificate, contact your AME (Aeromedical Examiner) for resolution of this issue. If it is 60 days or more from the date of issue of your certificate, contact the FAA Aerospace Medical Certification Division for resolution of this issue. Aerospace Medical Certification Division, AAM-300 Federal Aviation Administration Civil Aerospace Medical Institute P.O. Box 25082 Oklahoma City, OK 73125 - **(405) 954-4821**

Practical Test Endorsements – Ref: AC 61-65J:

Part 141 requires all regular Part 61 endorsements required per §61.71 & AC 61-65J

- ☐ Initial Only - Endorsement that applicant is prepared for the FOI knowledge test §61.183(d).

A.41 Fundamentals of instructing knowledge test: § 61.183(d).

ENDORSEMENT REQUIRED AS OF SEPTEMBER 2024

I certify that [First name, MI, Last name] has received the required fundamentals of instruction training of § 61.185(a)(1). I have determined that [he or she] is prepared for the Fundamentals of Instructing knowledge test.

- ☐ Endorsement that applicant is prepared for the FII knowledge test §61.183(f).

NOT REQUIRED UNLESS FAILED FIRST ATTEMPT

A.42 Flight instructor aeronautical knowledge test: § 61.183(f).

I certify that [First name, MI, Last name] has received the required training of § 61.185(a)(3). I have determined that [he or she] is prepared for the FII knowledge test.

- ☐ Spin Training: § 61.183(i)(1).

A.45 Spin training: § 61.183(i)(1). The spin training endorsement is only required of flight instructor airplane and flight instructor glider applicants.

I certify that [First name, MI, Last name] has received the required training of § 61.183(i) in an airplane. I have determined that [he or she] is competent and possesses instructional proficiency in stall awareness, spin entry, spins, and spin recovery procedures.

- ☐ Endorsement certifying applicant is prepared for the practical test § 61.183(g)

A.44 Flight instructor certificate with instrument—(category/class) rating/practical test: §§ 61.183(g), and 61.187(a) and (b)(7).

The endorsement for a practical test is required in addition to the § 61.39 endorsements provided in endorsements 1 and 2 (see paragraphs A.1 and A.2).

I certify that [First name, MI, Last name] has received the required certificated flight instructor – instrument training of § 61.187(b)(7). I have determined [he or she] is prepared for the certificated flight instructor – instrument – airplane practical test.

- ☐ §61.39 endorsements (as required)

A.1 Prerequisites for practical test: Title 14 of the Code of Federal Regulations (14 CFR) part 61, § 61.39(a)(6)(i) and (ii).

I certify that [First name, MI, Last name] has received and logged training time within 2 calendar-months preceding the month of application in preparation for the practical test and [he or she] is prepared for the required practical test for the issuance of CFI – instrument - airplane certificate.

Initial Only –

A.2 Review of deficiencies identified on airman knowledge test: § 61.39(a)(6)(iii), as required.

I certify that [First name, MI, Last name] has demonstrated satisfactory knowledge of the subject areas in which [he or she] was deficient on the FOI and FIA airman knowledge tests.

- ☐ Current Flight Review Endorsement per §61.56(c) - unless completed another practical per §61.56(d)(2).

Practical Test Endorsements - Retesting (if needed) – Ref: AC 61-65:

- ☐ §61.49 endorsement **(if required)**

A.73 Retesting after failure of a knowledge or practical test: § 61.49. In the case of a failed knowledge test, the instructor may complete the endorsement in the space provided at the bottom of the applicant's Airman Knowledge Test Report (AKTR). The instructor must sign the block provided for the instructor's recommendation on the reverse side of FAA Form 8710-1, Airman Certificate and/or Rating Application, for each retake of a practical test.

I certify that [First name, MI, Last name] has received the additional [flight and/or ground, as appropriate] training as required by § 61.49. I have determined that [he or she] is proficient to pass the [name of] knowledge/practical test.

- ☐ Verify that the original practical test endorsement(s) and graduation certificate (if applicable) have not expired.
 - o 2 calendar months
 - o 60 days for 141 graduation certificates

If an endorsement is expired, a new endorsement is required. If the graduation certificate expires, a new end-of-course needs to be completed, and a new graduation certificate needs to be issued (AC 141-1B).

Ground Training Logs (Logbook) – Part 61

Write the date for each item on the line included (unless the applicant has a ground school graduation certificate).

☐ Received and **logged** ground training or home study course per §61.185(a)(1)

_____ (i) The learning process;

_____ (ii) Elements of effective teaching;

_____ (iii) Student evaluation and testing;

_____ (iv) Course development;

_____ (v) Lesson planning; and

_____ (vi) Classroom training techniques.

OR – Date of Graduation Certificate from Home Study Course: _____

- ☐ Log of ground training per §61.185(a)(3) in the aeronautical knowledge areas for the instrument rating applicable to the category for which instrument flight instructor privileges are sought.

§61.65 – Instrument Rating

- _____ (1) Federal Aviation Regulations of this chapter that apply to flight operations under IFR;
- _____ (2) Appropriate information that applies to flight operations under IFR in the “Aeronautical Information Manual;”
- _____ (3) Air traffic control system and procedures for instrument flight operations;
- _____ (4) IFR navigation and approaches by use of navigation systems;
- _____ (5) Use of IFR en route and instrument approach procedure charts;
- _____ (6) Procurement and use of aviation weather reports and forecasts and the elements of forecasting weather trends based on that information and personal observation of weather conditions;
- _____ (7) Safe and efficient operation of aircraft under instrument flight rules and conditions;
- _____ (8) Recognition of critical weather situations and windshear avoidance;
- _____ (9) Aeronautical decision making and judgment; and
- _____ (10) Crew resource management, including crew communication and coordination.

OR – Date of Graduation Certificate from Home Study Course: _____

§61.187 requires that an applicant receives and **logs** both ground and flight training.

Write the date of the ground training for each item on the line included:

☐ Log of ground training per §61.187(a) in areas of operation noted in §61.187(b)(7)

_____ (i) Fundamentals of instructing;

_____ (ii) Technical subject areas;

_____ (iii) Preflight preparation;

_____ (iv) Preflight lesson on a maneuver to be performed in flight;

_____ (v) Air traffic control clearances and procedures;

_____ (vi) Flight by reference to instruments;

_____ (vii) Navigation aids;

_____ (viii) Instrument approach procedures;

_____ (ix) Emergency operations; and

_____ (x) Postflight procedures.

Write the date of the flight during which each item is included in the remarks section of the applicant's logbook:

- ☐ Log of flight training per §61.187(a) in areas of operation noted in §61.187(b)(7)

_____ (i) Fundamentals of instructing;

_____ (ii) Technical subject areas;

_____ (iii) Preflight preparation;

_____ (iv) Preflight lesson on a maneuver to be performed in flight;

_____ (v) Air traffic control clearances and procedures;

_____ (vi) Flight by reference to instruments;

_____ (vii) Navigation aids;

_____ (viii) Instrument approach procedures;

_____ (ix) Emergency operations; and

_____ (x) Postflight procedures.

General logbook requirements

- ☐ All XCs have a **landing** more than **50 nm** from **point of departure**.
- ☐ No logbook entries marked as solo and dual unless when added together = flight total time
- ☐ No Simulated Instrument on solo entries
- ☐ Check for math errors

Aeronautical Experience (Part 61)

- ☐ §61.183(j) - Log at least 15 hours as pilot in command in the category and class of aircraft that is appropriate to the flight instructor rating sought
- ☐ §61.39 - Some amount of check ride prep within 2 calendar months in logbook
 - o Flight Instructors are not required to have 3.0 hours within 2 calendar months but are required to have some amount of recent training per §61.39.