

## Commercial Pilot - Airplane Pretest Checklist

***Please print this and bring it with you, COMPLETED, to the practical test. Thank you!***

TEST DATE:		Applicant FTN:	
Applicant Name:		Certificate #:	

*IACRA username & password information is private. However, you must know it as you will login during the practical test to sign your application. Have it **written down** somewhere handy, perhaps in your logbook.*

Welcome to your Commercial Pilot Practical Test!

This guide has been developed to ensure that you (the applicant) meet all FAA requirements for the rating sought. Print and read this document in its entirety to ensure you are, administratively, fully prepared prior to the practical test. As you read this guide, please note that accuracy is critical. Take your time and complete all of the required information while utilizing all necessary FAA guidance (FAR/AIM, ACS, etc.) to ensure compliance with all regulations. Doing so will be very helpful in ensuring the first 60 minutes of our appointment time moves efficiently.

Before we dive in, let's make sure you meet these initial eligibility requirements:

### **ELIGIBILITY REQUIREMENTS – 14 CFR 61.123:**

- ☐ Be at least 18 years of age (on the date of the Practical Test)
- ☐ Be able to read, speak, write, and understand the English language
- ☐ Passed the required knowledge test on the aeronautical knowledge areas listed in 61.125(b)
- ☐ **No drug convictions within the previous 12 months!**

Did you check all four boxes? Great! You passed the first quiz. Let's dive in...

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## 1) Airman Certification Standards - Language from the ACS

The Airman Certification Standards (ACS) book has been published by the Federal Aviation Administration (FAA) to establish the standards for pilot certification practical tests. If you do not have knowledge and understanding of the information in the ACS you will not be prepared for the practical test. FAA inspectors and designated pilot evaluators shall conduct practical tests in compliance with these standards.

Flight Instructors and applicants shall read and become familiar with this document before presenting the applicant for a practical test. Becoming familiar with this document will increase the applicant's chances of receiving a temporary airman certificate. ***Thoroughly know the ACS.*** The ACS lists reference materials at the top of each Task that will help you acquire knowledge to thoroughly understand the tasks in the ACS. Use the reference materials listed in the ACS to study (ie; Airplane Flying Handbook, Pilot's Handbook of Aeronautical Knowledge, FAR/AIM, etc.). DPEs will at a minimum test at least one knowledge element, one risk management element, and every skill element of every Task within the ACS to ensure the applicant's mastery of knowledge and the aircraft pertinent to the certificate or rating sought.

## 2) Integrated Airmen Certification and Rating Application - IACRA

- ☐ **TASK:** Complete an IACRA application prior to arriving to the practical test.
- ☐ **TASK:** Write down your IACRA username & password and bring it with you to the practical test. *Have your username and password written down (your logbook is a safe place).*

This information is important and necessary. The evaluator is required to input the information in order access the IACRA system. Ensure all personal information is correct, including the existing pilot certificate information, medical certificate, and flight times. After completing your application in IACRA, **print the generated 8710-1 form and carefully review it.**

**Note:** The name on your IACRA application, Pilot Certificate, and Medical Certificate must match exactly. Contact me in advance if there is a concern.

**Note:** If you've moved within the past 30 days and have not notified the FAA of your change of address yet, you may use your new address on the application and it will be processed.

**Note:** Block F, Citizenship / Nationality, must match the applicant's existing pilot certificate or student pilot certificate. A change in citizenship must be filed with the FSDO separately.

**Note:** If you are a Foreign Applicant AND have a foreign address, you MUST register an Agent for Service at [usas.faa.gov](https://usas.faa.gov). This also applies to Foreign Pilots with a foreign address applying for an FAA certificate based on their foreign pilot license.

**Note:** The medical evaluator's name must be input *exactly as it appears on the certificate, including punctuation*. The Class is as stated at the top of the medical certificate.

**Note:** Block B, (SSN): Enter "DO NOT USE" (user profile section), or *NONE if not a US Citizen*.

**Note:** Class of medical should match what the certificate says, even if it's only valid for Third Class privileges. Example: First Class medical that's 15 months old can still be used to exercise the privileges of a Third Class. It's still a First Class and should be put into IACRA as a First Class.

**Note:** A commonly missed box in filling out the hours table is the small PIC SEL box on the far right of the 8710-1.

**STOP: DID YOU READ AND COMPLY WITH ALL THE NOTES ABOVE?**

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## 3) WINGS Pilot Proficiency Program

The FAA has a free pilot proficiency program that has a full catalog of courses and activities for pilots to participate. Those courses and activities can count toward, and even be, your biennial flight review. After the successful completion of your practical test, your evaluator will give you completion credits by validating your checkride activity.

- ☐ **TASK:** If you haven't already participated in this program, go to [FAASafety.gov](https://FAASafety.gov) and complete the 3-minute setup of your free account. Use your pilot certificate number while registering.

**Commercial Pilot - Airplane**  
**Pretest Checklist**

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**4) Knowledge Test Codes**

Federal Aviation Regulations require that flight instructors review all subject areas associated with incorrect answers. Therefore, the Flight Instructor must provide additional instruction on the areas where the applicant was found deficient.

- ☐ **TASK:** List and define all deficient subject codes in the spaces provided below. If more spaces are required, use the back of this page. Be prepared for the evaluator to test the applicant on the specific deficient subject codes.

Subject Code	Definition

Commercial Pilot - Airplane  
Pretest Checklist

**Sections 5, 6, and 7 explain what to bring to the Practical Test**

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## 5) Aircraft Documents

- ☐ Aircraft Documents - (**ARROW**) "R" is for Radio Station License (International only)
- ☐ Aircraft Maintenance Records - §91.417
- ☐ Airworthiness Inspections - §91.409 (see table below)
- ☐ AD compliance records - §91.417(a)(2)(v)
- ☐ FAA approved AFM or POH
- ☐ GPS AFM Supplement (if GPS installed)

**Note:** The aircraft must be clean and free of any mechanical problems.

- ☐ **TASK:** Complete the table without help from an instructor. You must be able to locate and explain the inspections for the aircraft you bring to the practical test.

A/C Tail #: \_\_\_\_\_ A/C Type: \_\_\_\_\_ Hobbs: \_\_\_\_\_ Tach: \_\_\_\_\_

Inspection Type	Airframe Log Date / Hours	Engine Log Date / Hours	Propeller Log Date / Hours
Annual			
VOR ✓ Log (IFR Only)	N/A		
100 Hour (as applicable)			
AD Compliance	Demonstrate Compliance		
Transponder 91.413		N/A	N/A
ELT		ELT Battery Due:	
Static (IFR Only) 91.411		N/A	N/A

*100 hour inspection is not required for a practical test.  
However, if there happens to be a 100 hour AD (ex. seat tracks), it must be complied with.*

## 6) Applicant Documents

**TASK:** Bring the *ORIGINALS*:

- ☐ Pilot Certificate
- ☐ Medical Certificate
- ☐ Government-Issued Photo Identification
- ☐ Written Test Results within 24 months (physical copy)
- ☐ Application - IACRA copy, or completed FAA 8710-1 form
- ☐ Logbook
  - ☐ Name in front of logbook
  - ☐ All pages signed
  - ☐ *Every page and every column* on every page totaled. DOUBLE-CHECK your math!
- ☐ Exam Fee (see Section 10)

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## 7) Personal Equipment

**TASK:** Arrive to the practical test with the following personal equipment:

- ☐ Corrective Lenses (if applicable)
- ☐ Flashlight (if required)
- ☐ View Limiting Device
- ☐ Computer & Plotter
- ☐ Flight Plan form
- ☐ Flight Logs
- ☐ Current Aeronautical Charts *and/or* iPad with ForeFlight, Garmin Pilot, or similar EFB app
- ☐ Chart Supplement, ACS, 14 CFR & AIM, and any other FAA-Approved resources

**Note:** ForeFlight EFB users should download the entire FAA “Drive”, as well as the entire ForeFlight “Drive”. Having these Drives downloaded for offline use means all supplements, legends, handbooks, and other FAA reference materials are accessible in the flight deck...which means it's accessible to you on both the ground and flight portions of the checkride. The Drives can be found in the Documents tab in the ForeFlight app. After selecting the Drive, look for a blue download arrow (with memory required) in the upper-right corner of Drive's library window. That is the batch download button, and will download the entire Drive's contents onto your EFB. Once downloaded, any file updates are automatically queued with your data/map downloads.

Garmin Pilot EFB users can accomplish the same task by tapping the Home icon —> Documents —> “Catalog” (top menu bar). In the Catalog, there is a “FAA Documents” section, followed by “Garmin Manuals” section. You will need to tap each catalog title to enter a sub-catalog of that title, and individually select each file you wish to download for offline use. Garmin Pilot does not have a batch download feature.

## 8) Flight Plan, Weight & Balance, Performance

**Scenario 1:** Your doctor friend, who's a pilot, needs to depart no later than 5pm. She has surgeries scheduled all day, so she doesn't feel that she'll be fit to fly. She hires you to fly her in her (*test aircraft*) to a surgery in [*choose one*: (Truckee, CA - KTRK), (Phoenix Area), or (San Francisco Area)]. She is making a weekend out of it, so she will be bringing her husband (180 pounds) and daughter (100 pounds), and the doctor's weight is 130 pounds. Please plan this flight, considering weight and balance, performance, airspace, and actual weather. (*Omit husband and daughter if using a two-seater airplane.*)

**Scenario 2:** You just started an airplane ferrying business. Your first client needs you to pick up a used (*test aircraft*) at (*test airport*) and bring it to Oakland (KOAK) to have the ferry fuel tanks installed for the Pacific crossing to Hawaii. The client also wants to ride along and weighs 170 lbs. Both your bags and ferry gear weigh a total of 100 lbs. Please plan this flight to Oakland, considering weight and balance, performance, airspace, and actual weather.

**Scenario 3:** You just got a job as a power line and pipeline patrol pilot. Your first assignment to use your brand new Commercial Pilot certificate is to fly the company (*test aircraft*) from Reno (KRNO) down the US-395 to Inyokern (KIYK). Please plan this flight to Reno, considering weight and balance, performance, airspace, and actual weather.

- ☐ **TASK:** Flight plan one of the above scenarios. There is no need to create a return flight plan. The flight plan may be paper or electronic. Through basic observation I have concluded that applicants with a paper nav log and paper chart typically have a better understanding of their flight plan including route selection and aircraft performance charts. The applicant shall use the weather at the time the flight plan is created and shall determine all elements of flight planning, including all items listed under 14 CFR 91.103. The flight plan must be fully developed, meaning all elements that go into the creation of a flight plan. The flight must be legal.

**Note:** The applicant is responsible to create the flight plan without instruction.

**Note:** Neatness and accuracy will be graded.

(Ref. Commercial Pilot ACS - AOO I. Task H. Human Factors PA.I.H.K4: Aeronautical Decision-Making)  
"If you can't read your own handwriting in the cockpit, how is it useful to you?"

- ☐ **TASK:** The morning of your practical test, receive a standard weather briefing from an FAA-approved source. Save the PDF brief on a tablet (no need to print the 80+ page document). We will review this weather briefing during the ground portion.
- ☐ **TASK:** Please bring your aircraft with full fuel, or if this is an issue, enough for 3.0 hours endurance (2.0 hour flight plus comfortable reserve).

**Note:** Depending on the vintage of your aircraft, engine oil may or may not be included in the empty weight of the aircraft.

**Note:** Know your aircraft. Is unusable fuel included in the empty weight?

- ☐ **TASK:** Determine takeoff and landing distance using the W&B and conditions above.

**DENSITY ALTITUDE:** \_\_\_\_\_

Takeoff distance: \_\_\_\_\_ Takeoff distance to clear 50 foot obstacle: \_\_\_\_\_

Landing distance: \_\_\_\_\_ Landing distance to clear 50 foot obstacle: \_\_\_\_\_

## Commercial Pilot - Airplane Pretest Checklist

### 9) Aeronautical Experience & Logbook Verification - Commercial Pilot

#### AERONAUTICAL KNOWLEDGE – 14 CFR 61.125

**Note:** Ensure the requirements for 61.125(b)(1-15) are all specifically annotated in the applicant's logbook (if they do not possess a graduation certificate from a home study course, or similar curriculum). *[Item 16 (not shown) is for Lighter-Than-Air only.]*

- ☐ **TASK:** Read and become familiar with 14 CFR Part 61, Subpart F – specifically 61.123, 61.125, 61.127, 61.129, and 61.133.

**If you did NOT complete a home study course (or similar curriculum) with a graduation certificate, then your instructor MUST log ground instruction per 61.125(a). When making entry, reference the specific FAR.**

*If in doubt, print the following table, complete it, and attach into back of applicant's logbook. It meets the requirement. (This table is deliberately placed at the bottom of this page for double-sided printing.)*

#### Commercial Pilot Ground Log: Aeronautical Knowledge - FAR 61.125(b)

Description	Date	Hours	CFI (or AGI)
(1) Applicable Federal Aviation Regulations of this chapter that relate to commercial pilot privileges, limitations, and flight operations;			
(2) Accident reporting requirements of the National Transportation Safety Board;			
(3) Basic aerodynamics and the principles of flight;			
(4) Meteorology to include recognition of critical weather situations, windshear recognition and avoidance, and the use of aeronautical weather reports and forecasts;			
(5) Safe and efficient operation of aircraft;			
(6) Weight and balance computations;			
(7) Use of performance charts;			
(8) Significance and effects of exceeding aircraft performance limitations;			
(9) Use of aeronautical charts and a magnetic compass for pilotage and dead reckoning;			
(10) Use of air navigation facilities;			
(11) Aeronautical decision making and judgment;			
(12) Principles and functions of aircraft systems;			
(13) Maneuvers, procedures, and emergency operations appropriate to the aircraft;			
(14) Night and high-altitude operations; and			
(15) Procedures for operating within the National Airspace System.			

## Commercial Pilot - Airplane Pretest Checklist

### FLIGHT PROFICIENCY – 14 CFR 61.127

**Note:** Ensure the requirements for 61.127(b)(1)(i-xi) are all specifically annotated in the ground training portion of the applicant's logbook.

#### Commercial Pilot Ground Log: Flight Proficiency - FAR 61.127(b)(1)

Description	Date	Hours	CFI
(i) Preflight Preparation;			
(ii) Preflight Procedures;			
(iii) Airport and Seaplane Base Operations;			
(iv) Takeoffs, Landings, and Go-Arounds;			
(v) Performance Maneuvers;			
(vi) Ground Reference Maneuvers;			
(vii) Navigation;			
(viii) Slow Flight and Stalls;			
(ix) Emergency Operations;			
(x) High Altitude Operations;			
(xi) Postflight Procedures			

This rule specifically states that your instructor must have logged flight **and** ground training in the Areas of Operation listed above. *(You will notice these Areas of Operation are exactly as they appear in the ACS.)*

- ☐ **TASK:** Check your logbook...if you don't see any ground training logged that specifies these Areas of Operation [e.g., "61.127(b)(1)(vii)"], then your instructor needs to add them. Just like on the previous page, you can print this table, have your instructor record your ground training sessions, and insert it in your logbook.

*If in doubt, print the above table, complete it, and attach into back of applicant's logbook. It meets the requirement. (This table is deliberately placed at the top of this page for double-sided printing.)*



## Commercial Pilot - Airplane Pretest Checklist

### AERONAUTICAL EXPERIENCE - 14 CFR 61.129

- ☐ **TASK:** Complete the following tables to verify that ALL aeronautical experience requirements have been met per 14 CFR 61.127 and 61.129.

**Note:** To qualify for the Commercial Practical Test under Part 141, you are required to have in your flight training record 120 hours total training, including solo, under Part 141. Your Part 141 Private and/or Instrument Courses count toward this total training requirement.

**Note:** If the Part 141 training requirement is identical to the Part 61 experience requirements, this will be indicated by “(& 141)”

**Note:** Part 141 numbers will be indicated by “(##)”

*This may seem redundant, but this is your final opportunity to ensure you and your instructor have satisfied ALL the training requirements of the CFRs for this Practical Test.*

### FLIGHT EXPERIENCE REQUIRED

250 Hours Total - 61.129(a) (120 hours total Part 141 training)	TOTAL TIME: _____
100 Hours in Powered Aircraft	TOTAL Powered Aircraft: _____
50 Hours in Airplanes	TOTAL Airplane: _____

### PIC EXPERIENCE REQUIRED

100 Hours PIC	TOTAL PIC: _____
50 Hours PIC in Airplanes	TOTAL PIC Airplane: _____
50 Hours PIC X/C	TOTAL PIC XC: _____
10 Hours PIC X/C in Airplanes	TOTAL PIC XC Airplane: _____

### FLIGHT TRAINING

20 Hours Dual Flight Training - 61.129(a)(3) (55)	TOTAL INSTRUCTION: _____
4 Hours <u>Dual</u> Cross-Country; One 2hr Day & One 2 hr Night >100nm straight line:	_____
10 Hours Dual Complex, TAA, and/or Turbine (10)	TOTAL Dual Complex, TAA, etc: _____
10 Hours Instrument Training - 61.129(a)(3)(i) (10)	TOTAL Instrument Training: _____
5 Hours Instrument Training in <b>Class</b> (eg; ASEL, AMEL, etc.) (5)	TOTAL Class: _____
3 Hours Dual Test Prep in preceding 2 calendar months (3 in 60 days)	TOTAL Dual Test Prep: _____

**Note:** Part 141 AMEL, must log 10 hours training in complex AMEL and/or turbine airplane.

**Note:** 61.129(a)(3)(i) (& 141) is very specific for Instrument Training. Make sure the CFI annotates in the remarks of the applicant's logbook: Attitude instrument flying, partial panel skills, recovery from unusual flight attitudes, and intercepting and tracking navigational systems.

**WARNING:** The two 2-hour dual cross-countries (day and night) on the next page must occur **after the applicant received their private pilot certificate**, and must be greater than 100nm straight-line distance from the original point of departure.

**Commercial Pilot - Airplane**  
**Pretest Checklist**

>100nm, 2 Hour, **Dual Day** Cross-Country Training - 61.129(a)(3)(iii) (& 141)

Date	From	To	To	To	Total Distance	Dual

>100nm, 2 Hour, **Dual Night** Cross-Country Training - §61.129(a)(3)(iv) (& 141)

Date	From	To	To	To	Total Distance	Night	Dual

10 Hours Dual IFR Flight Training (Simulated or Actual), 5 in *Class (ASEL, AMEL)*

**Note:** Simulator time does not count towards this requirement – §61.129(a)(3)(i) (& 141)

Date	From	To	Dual Instrument	Total Flight

3 Hours Dual Flight Instruction within 2 Calendar Months of Practical Test – §61.129(a)(3)(v)  
*(60 Days for Part 141)*

Date	From	To	Dual	Total Flight

## Commercial Pilot - Airplane Pretest Checklist

### SOLO [OR PERFORMING THE DUTIES OF PIC (PDPIC) WITH AUTHORIZED INSTRUCTOR]

**Note:** The regulation specifies solo or PDPIC. *They cannot be combined.* If choosing PDPIC option, the logbook entries must be PIC only, no DUAL received, but the instructor must sign the remarks section as usual to show they were present. If possible, the solo option is much simpler. These 10 hours cannot be combined with any of the required dual in the previous section. If in doubt, contact me well prior to our appointment.

10 Hours Solo (or PDPIC) - 61.129(a)(4) (& 141) TOTAL Solo (PDPIC): \_\_\_\_\_

5 Hours Night VFR Solo (or PDPIC) - 61.129(a)(4)(ii) (& 141) TOTAL Night Solo (PDPIC): \_\_\_\_\_

One Solo (or PDPIC) Cross-Country at Least 300nm Total Distance, One Landing at Three Different Points, One Flight Leg at Least 250nm straight-line distance from original departure – §61.129(a)(4)(i)

(3 points, one at least 250nm straight line from original departure point - Part 141)

Date	From	To	To	To	Longest Straight-Line Distance from Origin	Total Distance	Solo (or PDPIC)

**WARNING:** The 300NM solo cross-country must occur after the applicant received their private pilot certificate.

5 Hours Night VFR Solo (or PDPIC), with **10 NIGHT** Takeoffs and Landings to a Full-Stop at an Airport with an Operating Control Tower – 61.129(a)(4)(ii) (& 141)

Date	Airport	# Landings	Solo (or PDPIC)	Total Night

## Commercial Pilot - Airplane Pretest Checklist

### REQUIRED ENDORSEMENTS

**TASK:** Use the following checklist to verify that ALL endorsements required for the practical test have been completed per 14 CFR 61.129 and **AC 61-65**.

- ☐ **Log of ground** training per §61.127(a) in areas of operation §61.127(b)(1)(i-xi) [ASEL], or §61.127(b)(2)(i-xi) [AMEL]
- ☐ **Log of flight** training per §61.127(a) in areas of operation §61.127(b)(1)(i-xi) [ASEL], or §61.127(b)(2)(i-xi) [AMEL]
- ☐ Logbook endorsement(s) - **Reference: AC 61-65 (as revised)**
  - ☐ Conducted ground training or reviewed home study course in areas §61.125(b)(1-15) certifying applicant is prepared for the knowledge test
  - ☐ Flight training in areas §61.127(b) and certifying applicant is prepared for practical test
  - ☐ §61.39 endorsements (as required - valid for 2 calendar months)
  - ☐ §61.49 endorsement (retesting after failure, if required)

### AND

- ☐ Graduation Certificate (Part 141 only - valid for 60 days)
- ☐ Other Endorsements and/or Recency pertinent to Aircraft Type used for Practical Test
  - ☐ Additional Aircraft Category §61.63(b) or Class §61.63(c)
  - ☐ Complex §61.31(e)
  - ☐ High Performance §61.31(f)
  - ☐ Pressurized & High Altitude §61.31(h)
  - ☐ Conventional Gear §61.31(i)
  - ☐ **Night PIC §61.57(b) (in the event the practical test extends into night)**

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## 10) Fee Structure and Policy

The Evaluator's fees represent only one individual's professional structuring of the cost to conduct a practical test. Cost of living, taxes, and time commitment to each practical test is considered in these fees. **You may pay the Test fees using either cash or Zelle.**

\$1000 - Private, Instrument

\$1500 - Commercial, Multi-Engine, Add-Ons CFI, CFII, MEI

\$2000 - ATP, Initial CFI (not available until March 2026)

**Retest and Continuances are \$500, unless it's a full retest (oral & flight).**

### Travel Fees

Fee + \$250 - Travel Fee outside KWHP or KVNY, but within greater Los Angeles area.

Fee + \$500 - Travel Fee outside the greater Los Angeles area.

## 11) Pilot's Bill of Rights and the Privacy Act Statement Documents

On the day of your Practical Test, your evaluator will present you with the following two documents prior to your signing of the 8710 application in IACRA. These two documents are faithfully displayed below so may read them if you are interested in their contents.

*Your signature on this form (FAA Form 8710-1) acknowledges that you received the Pilot's Bill of Rights Written Notification of Investigation at the time of this application.*

### **PILOT'S BILL OF RIGHTS WRITTEN NOTIFICATION OF INVESTIGATION**

The information you submit on the attached FAA Form 8710-1, Airman Certificate and/or Rating Application, will be used by the Administrator of the Federal Aviation Administration as part of the basis for issuing an airman certificate and/or rating to you under Title 49, United States Code (U.S.C.) section 44703(a), if the Administrator finds, after investigation, that you are qualified for, and physically able to perform the duties related to the certificate and/or rating for which you are applying. You also submit FAA Form 8710-1 with documentation to the Administrator to identify and validate flight instructor recent experience (recency). Therefore, in accordance with the Pilot's Bill of Rights, the Administrator is providing you with this written notification of investigation of your qualifications for an airman certificate and/or rating, or flight instructor recency:

- The nature of the Administrator's investigation, which is precipitated by your submission of this application, is to determine whether you meet the qualifications for the airman certificate and/or rating you are applying, or flight instructor recency information you are submitting, as applicable, under Title 14, Code of Federal Regulations (CFR) part 61.
- Any response to an inquiry by a representative of the Administrator by you in connection with this investigation of your qualifications for an airman certificate and/or rating, or flight instructor recency may be used as evidence against you.
- A copy of your airman application file for this date is available to you upon your written request addressed to:

Federal Aviation Administration  
Airmen Certification Branch,  
AFB-720 P.O. Box 25082  
Oklahoma City, OK 73125-0082

(If you make a written request for your airman application file, please provide your full name, date of birth or airman certification number for identification purposes, and the date of application.)

# Commercial Pilot - Airplane Pretest Checklist



## FAA Form 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION

**PRIVACY ACT STATEMENT:** This statement is provided pursuant to 5 U.S.C. § 552(a):

The authority for collecting this information is contained in 49 U.S.C. §§ 40113, 44702, 44703, 44709, 44710, 44711 (a)(2) and 14 CFR Part 61. The principal purpose for which the information is intended to be used is to identify and evaluate your qualifications and eligibility for the issuance of an airman certificate and/or rating. A person holding a flight instructor certificate also submits this form to the Administrator with documentation to identify and evaluate establishment of recent experience (recency). Submission of the data is mandatory, except for the applicant's/individual's social security number which is optional. Failure to provide all required information will result in the FAA being unable to issue you a certificate and/or rating, or accept a flight instructor's submission to validate a new recency period. The information collected on this form will be included in a Privacy Act System of Records known as DOT/FAA 847, titled "Aviation Records on Individuals" and will be subject to the routine uses published in the System of Records Notice for DOT/FAA 847 (see [www.dot.gov/privacy/privacyactnotices](http://www.dot.gov/privacy/privacyactnotices)), including:

- (a) Providing basic airmen certification and qualification information to the public upon request. Examples of basic information include:
  - The type of certificate(s) and/or rating(s) held, limitations, date of issuance and certificate number;
  - The status of the airman's certificate (i.e., whether it has been amended, modified, suspended or revoked for any reason);
  - The airman's home address, unless requested by the airman to be withheld from public disclosure per 49 U.S.C. 44703(c);
  - Information relating to an airman's physical status or condition used to determine statistically the validity of FAA medical standards, the date, class, and restrictions of the latest physical;
  - Information relating to an individual's eligibility for medical certification, requests for exemption from medical requirements, and requests for review of medical certificate denials.
- (b) Using contact information to inform airmen of meetings and seminars conducted by the FAA regarding aviation safety.
- (c) Disclosing information to the National Transportation Safety Board in connection with its investigation responsibilities.
- (d) Providing information about airmen to Federal, State, local and tribal law enforcement agencies when engaged in an official investigation in which an airman is involved.
- (e) Providing information about enforcement actions, or orders issued thereunder, to Federal agencies, the aviation industry, and the public upon request.
- (f) Making records of delinquent civil penalties owed to the FAA available to the U.S. Department of the Treasury and the U.S. Department of Justice (DOJ) for collection pursuant to 31 U.S.C. 3711(g).
- (g) Making records of effective orders against the certificates of airmen available to their employers if the airmen use the affected certificates to perform job responsibilities for those employers.
- (h) Making airmen records available to users of FAA's Safety Performance Analysis System (SPAS), including the Department of Defense Commercial Airlift Division's Air Carrier Analysis Support System (ACAS) for its use in identifying safety hazards and risk areas, targeting inspection efforts for certificate holders of greatest risk, and monitoring the effectiveness of targeted oversight actions.
- (i) Making records of an individual's positive drug test result, alcohol test result of 0.04 or greater breath alcohol concentration, or refusal to submit to testing required under a DOT-required testing program, available to third parties, including current and prospective employers of such individuals. Such records also contain the names and titles of individuals who, in their commercial capacity, administer the drug and alcohol testing programs of aviation entities.
- (j) Providing information about airmen through the Civil Aviation Registry's Comprehensive Airmen Information System to the Department of Health and Human Services, Office of Child Support Enforcement, and the Federal Parent Locator Service that locates noncustodial parents who owe child support. Records in this system are used to identify airmen to the child support agencies nationwide in enforcing child support obligations, establishing paternity, establishing and modifying support orders and location of obligors. Records listed within the section on Categories of Records are retrieved using Connect: Direct through the Social Security Administration's secure environment.
- (k) Making personally identifiable information about airmen available to other Federal agencies for the purpose of verifying the accuracy and completeness of medical information provided to FAA in connection with applications for airmen medical certification.
- (l) Making records of past airman medical certification history data available to Aviation Medical Examiners (AMEs) on a routine basis so that AMEs may render the best medical certification decision.
- (m) Making airman, aircraft and operator record elements available to users of FAA's Skywatch system, including the Department of Defense, the Department of Homeland Security (DHS), DOJ and other authorized Federal agencies, for their use in managing, tracking and reporting aviation-related security events.
- (n) Other possible routine uses published in the Federal Register (see Prefatory Statement of General Routine Uses for additional uses (65 FR 19477-78) For example, a record from this system of records may be disclosed to the United States Coast Guard (Coast Guard) and to the Transportation Security Administration (TSA) if information from this system was shared with either agency when that agency was a component of the Department of Transportation (DOT) before its transfer to DHS and such disclosure is necessary to accomplish a DOT, TSA or Coast Guard function related to this system of records.

## Pilot-in-Command Agreement

The Designated Pilot Evaluator and I understand the necessity to accomplish a valid test. Certain documents, briefings, procedures, and maneuvers are required. All such elements shall be complied with in the manner required by the Administrator. Current policy references utilized are covered by the following:

1. Pretest Checklist
2. Airmen Certification Standards (ACS)
3. Plan of Action
4. Applicant Verification (this form)
5. IACRA Application / FAA Form 8710-1
6. Pilot's Bill of Rights Notice 8900.195
7. Pre-Test, Pre-Flight, and Post-Flight Briefings

Following review of the foregoing items, I presented my pilot logbook(s) to the evaluator for review. I certify their content to be accurate and sufficient, and further certify that my aeronautical (flight) and ground training experience qualify me to take the practical test for the requested certificate and/or rating sought.

I understand pursuant to 14 CFR 61.47 that I shall be the Pilot-In-Command at all times during the practical test. I understand the Designated Pilot Evaluator is specifically and legally exempt from the duties of Pilot-in-Command.

I understand the issuance of a certificate and/or rating following completion of the required practical test only represents that I met the minimum standard required by the FAA on one given date under favorable conditions. The evaluator and the FAA encourage continued study, training, and aeronautical experience to remain current and proficient, and to effectively conduct safe operations in aircraft while acting as Pilot-In-Command. I understand issuance of any certificate and/or rating implies that I can exercise the privileges of that certificate and/or rating under all conditions or circumstances. Therefore, under the burden of such, I will at all times be responsible to exercise discretion and sound judgment when acting as Pilot-In-Command of any aircraft.

I hereby indemnify the Designated Pilot Evaluator from any liability arising from any circumstance relating to this certificate and/or rating, or my operation of an aircraft.

I also agree that the fee the evaluator charged for the Practical Test is reasonable.

I have represented to the evaluator that the aircraft I have provided for the Practical Test is airworthy and that I have been authorized to use it for this purpose on this date by the owner/operator.

I understand that the Designated Pilot Evaluator is required to evaluate my performance on each of the Tasks outlined within the FAA Airmen Certification Standards for the certificate and/or rating sought. I understand it is my responsibility to be familiar with the contents the Airmen Certification Standards, and I certify that I have done so in preparation for this practical test.

During the test the evaluator is not allowed to give flight instruction, and no second chances will be provided, as mandated by FAA policy.

To the best of my knowledge, the preceding is a true and correct statement of the activities that will be conducted on this Practical Test.

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Print

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Signature

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Date