

Private Pilot Practical Test Eligibility Determination Checklist

Required Personal Documents (for an initial attempt at Practical Exam; retests and continuances see below)

- Photo ID (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, unexpired, government issued
 - Name is consistent name on Airman's Knowledge Test Results & name on 8710-1 application (full legal name)
 - Meets minimum age requirement (private: 17 years of age per 61.103(a))
- US Pilot Certificate (61.3; 61.103(j)) Number _____ Student / Sport / Recreational
- Current Medical Certificate (61.3(c), 61.39(a)(4), Part 68, AC 61-8)
 - Minimum 3rd Class Medical (61.39(a)(4), or Basic Med (Part 68, AC 61-8)
- Original Airman's Knowledge Test (AKT) results (FAA written)
 - MUST be the original test result (must have legible raised seal) (61.39(a)(2))
 - Minimum score 70% (61.39, 61.35(b), FAA-G-8082-17 Test Guide)
 - Must have been taken within 24 calendar months prior to the practical test (61.39(a)(1))
 - Name on the test result must match Photo ID (AC 61.65)
 - **Missed test question subjects will be retested during practical exam**
- English: read, write, & converse fluently in English, 61.103(b), AC 60-28, 61.65a).
- IF a 141 graduate: 141 Graduation Certificate (signed within 60 days prior to test, 141 school graduates only)**

Logbook Endorsements (AC 61.65x) *(Tab/mark or book mark these in logbook beforehand – sticky notes work well)*

- Practical Test Prerequisites Logbook endorsements (FAR 61.39, reference AC 61.65H Page A6, paragraph A1, A2):
 - date of endorsement is within 2 calendar months prior to test date
 - applicant is prepared for practical test
 - all missed FAA Knowledge Test questions remediated by CFI
- Flight Training endorsement per FAR 61.103(f) for 61.107(b)(1) & 61.109(a) proficiency/practical test ref. AC 61.65H Page A11, para. A33).
- Current 90-day make and model specific solo endorsement (61.2, 61.87(n)(p)) reference AC 61.65H Page A7, paragraph A6, A7.
- Required solo cross-country endorsement exists in logbook (61.93(c)) reference AC 61.65H Page A7, paragraph A6, A9.
- Airman Knowledge Test (FAA written) endorsement (61.105(a)(b)) present

Minimum Private Aeronautical Experience Total, Dual, Solo (61.103(f)), (61.109(a)):

- Total Minimum:** 40 hours

Dual Training Minimum:

- 20 hours dual from CFI
- 3 hours dual x-country
- 3 hours dual night received

Part 61 **Minimum** Record of Pilot Time Table (to compare to IACRA 8710). Remember: AATD, class (i.e., SEL PIC)

Total	Instruction Received	Solo	PIC	X-country Instruction	X-country solo	X-country PIC	Instrument Actual / Sim'd	Night Instruction	Night Take-off / Landing PIC
40	20	10	10	3	5	5	3	3	10

- 10 dual night take-offs and landings to full stop **specifically referenced in logbook**
- 1 dual cross-country night flight, greater than 100 NM total distance
- 3 hours dual solely by reference to instruments (hood) **specifically referenced in logbook**, including:
 - straight and level
 - turns to headings
 - unusual attitudes
 - climbs and descents
 - navigation & communication
 - radar services
- 3 hours dual check ride preparation within 2 calendar months prior to the month of the test.
- A record of **some quantity of ground instruction** per 61:105(a) regarding aeronautical knowledge of 61.105(b) with commensurate endorsement per 61:103(d)(1)(2) (training & preparation for Airman Knowledge Test), OR home study review endorsement recorded and certified by CFI in logbook per 61.103(d)(1)(2).
- A record of **some quantity of ground instruction** and flight instruction per 61.107(a) regarding flight proficiency areas of operation applicable to the category and class of certificate sought per 61.107(b)(1)-(10). This is easily done by recording pre- and post-flight ground time in the logbook column on the applicable flight training entry.

Solo Piloting Experience Minimum (61.109(a)(5)); (Solo = Sole Occupant, see 61.51(d)):

- 10 hours solo airplane single-engine land (ASEL) including:
 - 5 hours solo cross-county ASEL (part 61)
 - Completed solo long cross-country
 - √ 150 miles total; √ 1 leg between landings > 50 miles straight line; √ 3 full stop landings @ 3 points (**ref.'d remarks**)
 - 3 solo take-off and landings: √ airport with operating control tower; √ full-stop (**both referenced in remarks by applicant**).

If a Retest (subsequent to an unsatisfactory practical test) please attend to the following:

- Provide a copy of the *Notice of Disapproval* at least 48 hours prior to the appointment & bring it to the appointment.
- Prerequisite logbook endorsement per 61.49, reference AC 61.65H page A19 paragraph A73.
- Remedial training must be shown in pilot log and IACRA application.
- Continuance: IF** resuming an incomplete practical test under a *Letter of Discontinuance*, provide a copy of the *Letter of Discontinuance*

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- 8710-1 application via IACRA properly completed (61.39(a)(7))
(Important Note: When an applicant initially creates an 8710-1 application in IACRA, the applicant must save it and then ask the recommending CFI to digitally sign it. The DPE cannot access the application until this has been completed)
 - Created, signed, and saved by applicant in IACRA
 - Signed in IACRA by recommending instructor
 - Submitted in IACRA by applicant
 - Name on application must be consistent with applicant's name on US photo ID (full legal name)
 - Flight hours entries must meet minimum hours per regulations (see checklist below)
 - No convictions for the violation of any federal or state statute relating to drugs per FAR 61.15
 - If a retest after unsatisfactory tasks:
 - Applicant needs a new pilot logbook endorsement per 61.49 by the recommending CFI
 - Applicant must complete a new 8710-1 application as before
 - the remedial training hours in preparation for the retest must be listed in IACRA and applicant's pilot logbook
- 8710-1 Paper Form copy (61.39(a)(7)) (**Recommended** in case of IACRA failure)
 - Signed by applicant
 - Signed by recommending instructor

Required Equipment (aircraft): Note: applicant must demonstrate that aircraft used for the practical test is an eligible aircraft

- Required aircraft documents valid, current and available on board the aircraft (AROW)
 - Airworthiness Certificate (readable, applicable by serial number)
 - Registration Certificate (unexpired)
 - Owner's Manual, POH, or AFM as applicable to aircraft
 - Current Weight and Balance
- A/C maintenance logs available on test day (to be used for airworthiness determination)
- Annual, 100-hour, or progressive inspections current as required by operation
- AD compliance list available, current, showing one-time and reoccurring AD compliance
- Aircraft must be acceptable per FAR 61.45:
 - US Registry with Standard or Special Airworthiness certificate
 - Category and class acceptable for certificate or rating sought (ASEL)

Personal Equipment

- Hood (view limiting device)
- Completed cross country and weigh and balance scenario assignment from DPE including:
 - flight log (checkpoints, course, heading, altitude, distances, and time etc. using actual weather for the day)
 - fuel calculations for the assigned cross country using actual weather for the day
 - weather and go-no-go decision using actual and simulated weather for the day
 - FAA flight plan form filled out in its entirety for the assigned cross country
 - Aircraft performance using actual weather for the day
 - Completed weight and balance per DPE scenario
- Appropriate Aeronautical charts for the area and cross-country planning
- Appropriate Chart Supplement for the area and cross-country planning
- E6B or equivalent and plotter or equivalent
- Flight Log & FAA Flight Plan form
- Airman's information Manual (AIM) & Current 14 CFR
- Current Airman Certification Standards (ACS)

Common errors that delay the start of a practical test or cause rescheduling issues:

1. Forgetting the 61.39 logbook endorsement that is always required even when 61.127 & 61.129 are given.
2. Using the lower portion of the AKT (FAA written) as a **practical** test endorsement. This form was designed for retests of the AKT (FAA written) not the practical exam.
3. Failure to construct endorsements essentially per AC 61.65H (or current version).
4. Failure to cite appropriate FARs in endorsements.
5. Failure to meet all Total, Dual, and Solo/supervised PIC requirements and document in the pilot logbook.
6. Failure to provide the **ORIGINAL** Airman Knowledge Test (AKT) results (must have raised seal).

Let's not waste a perfectly good flying day on documentation errors!