

AIRMAN CERTIFICATE AND/OR RATING APPLICATION
INSTRUCTIONS FOR COMPLETING FAA FORM 8710-1 (electronic version)

I. APPLICATION INFORMATION. Check appropriate block(s).

Block A. Name. Enter legal name. Use no more than one middle name for record purposes. Do not change the name on subsequent applications unless it is done in accordance with 14 CFR Section 61.25. If you do not have a middle name, enter "NMN". If you have a middle initial only, indicate "Initial only." If you are a Jr., or a II, or III, so indicate. If you have an FAA certificate, the name on the application should be the same as the name on the certificate unless you have had it changed in accordance with 14 CFR Section 61.25.

Block B. Social Security Number. Optional: See supplemental Information Privacy Act. Do not leave blank: Use only **US Social Security Number**. Enter either "SSN" or the words "Do not Use" or "None." SSN's are not shown on certificates. ("Do Not Use" is recommended.)

Block C. Date of Birth. Check for accuracy. Enter eight digits; Use numeric characters, i.e., 07-09-1925 instead of July 9, 1925. Check to see that DOB is the same as it is on the medical certificate.

Block D. Place of Birth. If you were born in the USA, enter the city and state where you were born. If the city is unknown, enter the county and state. If you were born outside the USA, enter the name of the city and country where you were born.

Block E. Permanent Mailing Address. Enter residence number and street, P.O. Box or rural route number in the top part of the block above the line. The City, State, and ZIP code go in the bottom part of the block below the line. Check for accuracy. Make sure the numbers are not transposed. FAA policy requires that you use your permanent mailing address. **Justification must be provided on a separate sheet of paper signed and submitted with the application when a PO Box or rural route number is used in place of your permanent physical address. A map or directions must be provided if a physical address is unavailable.**

Block F. Citizenship. Check USA if applicable. If not, enter the country where you are a citizen.

Block G. Do you read, speak, write and understand the English language? Check yes or no. If you checked no, how did you read this?

Block H. Height. Enter your height in inches. Example: 5'8" would be entered as 68 in. No fractions, use whole inches only.

Block I. Weight. Enter your weight in pounds. No fractions, use whole pounds only.

Block J. Hair. Spell out the color of your hair. If bald, enter "Bald." Color should be listed as black, red, brown, blond, or gray. If you wear a wig or toupee, enter the color of your hair under the wig or toupee.

Block K. Eyes. Spell out the color of your eyes. The color should be listed as blue, brown, black, hazel, green, or gray.

Block L. Sex. Check male or female. If unsure, take a look.

Block M. Do You Now Hold or Have You Ever Held An FAA Pilot Certificate? Check yes or no. (NOTE: A student pilot certificate is a "Pilot Certificate." It's probably a safe bet that you can check yes here.)

Block N. Grade of Pilot Certificate. Enter the grade of pilot certificate (i.e., Student, Recreational, Private, Commercial, or ATP). Do NOT enter flight instructor certificate information.

Block O. Certificate Number. Enter the number as it appears on your pilot certificate.

Block P. Date Issued. Enter the date your pilot certificate was issued.

Block Q. Do You Now Hold A Medical Certificate? Check yes or no. If yes, complete Blocks R, S, and T.

Block R. Class of Certificate. Enter the class as shown on the medical certificate, i.e., 1st, 2nd, or 3rd class.

Block S. Date Issued. Enter the date your medical certificate was issued.

Block T. Name of Examiner. Enter the name as shown on medical certificate. Did we really need to explain this one?

Block U. Narcotics, Drugs. Check appropriate block. Only check "Yes" if you have actually been convicted. If you have been charged with a violation which has not been adjudicated, check "No".

Block V. Date of Final Conviction. If block "U" was checked "Yes" give the date of final conviction.

II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF:

Block A. Completion of Required Test.

1. AIRCRAFT TO BE USED. (If flight test required) – Enter the make and model of each aircraft used. If simulator or FTD, indicate.
2. TOTAL TIME IN THIS AIRCRAFT (Hrs.) – (a) Enter the total Flight Time in each make and model. (b) Pilot-In-Command Flight Time - In each make and model.

Block B. Military Competence Obtained In. Enter your branch of service, date rated as a military pilot, your rank, or grade and service number. In block 4a or 4b, enter the make and model of each military aircraft used to qualify (as appropriate).

Block C. Graduate of Approved Course.

1. NAME AND LOCATION OF TRAINING AGENCY/CENTER. As shown on the graduation certificate. Be sure the location is entered.
2. AGENCY SCHOOL/CENTER CERTIFICATION NUMBER. As shown on the graduation certificate. Indicate if 142 training center.
3. CURRICULUM FROM WHICH GRADUATED. As shown on the graduation certificate.
4. DATE. Date of graduation from indicated course. Approved course graduate must also complete Block "A" COMPLETION OF REQUIRED TEST.

Block D. Holder of Foreign License Issued By.

1. COUNTRY. Country which issued the license.
2. GRADE OF LICENSE. Grade of license issued, i.e., private, commercial, etc.
3. NUMBER. Number which appears on the license.
4. RATINGS. All ratings that appear on the license.

Block E. Completion of Air Carrier's Approved Training Program.

1. Name of Air Carrier.
2. Date program was completed.
3. Identify the Training Curriculum.

III. RECORD OF PILOT TIME. The minimum pilot experience required by the appropriate regulation must be entered. It is recommended, however, that ALL pilot time be entered. If decimal points are used, be sure they are legible. Night flying must be entered when required. You should fill in the blocks that apply and ignore the blocks that do not. Second In Command "SIC" time used may be entered in the appropriate blocks. Flight Simulator, Flight Training Device and PCATD time may be entered in the boxes provided. Total, Instruction received, and Instrument Time should be entered in the top, middle, or bottom of the boxes provided as appropriate.

IV. HAVE YOU FAILED A TEST FOR THIS CERTIFICATE OR RATING? If you can't figure this one out, you're probably going to fail again.

V. APPLICANT'S CERTIFICATION.

- A. SIGNATURE. The way you normally sign your name.
- B. DATE. The date you sign the application. Another toughie.

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DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

Airman Certificate and/or Rating Application

I Application Information

Additional Rating
 Student
 Recreational
 Private
 Commercial
 Airline Transport
 Instrument
 Flight Instructor _____ Initial _____ Renewal _____ Reinstatement
 Airplane Single-Engine
 Airplane Multiengine
 Rotorcraft
 Balloon
 Airship
 Glider
 Powered-Lift
 Medical Flight Test
 Reexamination
 Reissuance of _____ certificate
 Additional Instructor Rating
 Ground Instructor
 Other _____

A. Name (Last, First, Middle) **B.** SSN (US Only) **C.** Date of Birth (Month Day Year) **D.** Place of Birth

E. Address **F.** Citizenship (Specify USA Other _____) **G.** Do you read, speak, write, & understand the English language? (Yes No)

City, State, Zip Code **H.** Height **I.** Weight **J.** Hair **K.** Eyes **L.** Sex (Male Female)

M. Do you now hold, or have you ever held an FAA Pilot Certificate? (Yes No) **N.** Grade Pilot Certificate **O.** Certificate Number **P.** Date Issued

Q. Do you hold a Medical Certificate? (Yes No) **R.** Class of Certificate **S.** Date Issued **T.** Name of Examiner

U. Have you ever been convicted for violation of any Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances? (Yes No) **V.** Date of Final Conviction

II. Certificate or Rating Applied For on Basis of:

A. Completion of Required Test

1. Aircraft to be used (if flight test required) 2a. Total time in this aircraft / SIM / FTD _____ hours 2b. Pilot in command _____ hours

B. Military Competence Obtained In

1. Service 2. Date Rated 3. Rank or Grade and Service Number

4a. Flown 10 hours PIC in last 12 months in the following Military Aircraft. 4b. US Military PIC & Instrument check in last 12 months (List Aircraft)

C. Graduate of Approved Course

1. Name and Location of Training Agency or Training Center 1a. Certification Number

2. Curriculum From Which Graduated 3. Date

D. Holder of Foreign License Issued By

1. Country 2. Grade of License 3. Number

4. Ratings

E. Completion of Air Carrier's Approved Training Program

1. Name of Air Carrier 2. Date 3. Which Curriculum (Initial Upgrade Transition)

III RECORD OF PILOT TIME (Do not write in the shaded areas.)

	Total	Instruction Received	Solo	Pilot in Command (PIC)	Cross Country Instruction Received	Cross Country Solo	Cross Country PIC	Instrument	Night Instruction Received	Night Take-off/Landings	Night PIC	Night Take-Off/Landing PIC	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches
Airplanes				PIC			PIC				PIC	PIC				
				SIC			SIC				SIC	SIC				
Rotorcraft				PIC			PIC				PIC	PIC				
				SIC			SIC				SIC	SIC				
Powered Lift				PIC			PIC				PIC	PIC				
				SIC			SIC				SIC	SIC				
Gliders																
Lighter Than Air																
Simulator																
Training Device																
PCATD																

IV. Have you failed a test for this certificate or rating? (Yes No)

V. Applicants's Certification -- I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant _____ Date _____

Instructor's Recommendation

I have personally instructed the applicant and consider this person ready to take the test.

Date	Instructor's Signature (Print Name & Sign)	Certificate No:	Certificate Expires
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Air Agency's Recommendation

The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.

Date	Agency Name and Number	Officials Signature
		Title

Designated Examiner or Airman Certification Representative Report

- Student Pilot Certificate Issued (Copy attached)
- I have personally reviewed this applicant's pilot logbook and/or training record, and certify that the individual meets the pertinent requirements of 14 CFR Part 61 for the certificate or rating sought.
- I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.
- I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.
 - Approved -- Temporary Certificate Issued (Original Attached)
 - Disapproved -- Disapproval Notice Issued (Original Attached)

Location of Test (Facility, City, State)	Duration of Test		
	Ground	Simulator/FTD	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
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Date	Examiner's Signature (Print Name & Sign)	Certificate No.	Designation No.	Designation Expires
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Evaluator's Record (Use For ATP Certificate and/or Type Ratings)

	Inspector	Examiner	Signature and Certificate Number	Date
Oral	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Approved Simulator/Training Device Check	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Aircraft Flight Check	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Advanced Qualification Program	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Aviation Safety Inspector or Technician Report

I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and or necessary requirements with the result indicated below.

- Approved -- Temporary Certificate Issued (Original Attached)
- Disapproved -- Disapproval Notice Issued (Original Attached)

Location of Test (Facility, City, State)	Duration of Test		
	Ground	Simulator/FTD	Flight

Certificate or Rating for Which Tested	Type(s) of Aircraft Used	Registration No.(s)
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- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Student Pilot Certificate Issued | <input type="checkbox"/> Certificate or Rating Based on | <input type="checkbox"/> Flight Instructor | <input type="checkbox"/> Ground Instructor |
| <input type="checkbox"/> Examiner's Recommendation | <input type="checkbox"/> Military Competence | <input type="checkbox"/> Renewal | |
| <input type="checkbox"/> Accepted <input type="checkbox"/> Rejected | <input type="checkbox"/> Foreign License | <input type="checkbox"/> Reinstatement | |
| <input type="checkbox"/> Reissue or Exchange of Pilot Certificate | <input type="checkbox"/> Approved Course Graduate | Instructor Renewal Based on | |
| <input type="checkbox"/> Special Medical test conducted -- report forwarded to Aeromedical Certification Branch, AAM-330 | <input type="checkbox"/> Other Approved FAA Qualification Criteria | <input type="checkbox"/> Activity | <input type="checkbox"/> Training Course |
| | | <input type="checkbox"/> Test | <input type="checkbox"/> Duties and Responsibilities |

Training Course (FIRC) Name	Graduation Certificate No.	Date
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Date	Inspector's Signature (Print Name & Sign)	Certificate No.	FAA District Office
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Attachments:	<input type="checkbox"/> Airman's Identification (ID)	
<input type="checkbox"/> Student Pilot Certificate (Copy)	Form of ID _____	ID: _____
<input type="checkbox"/> Knowledge Test Report	Number _____	Name: _____
<input type="checkbox"/> Temporary Airman Certificate	Expiration Date _____	Date of Birth: _____
<input type="checkbox"/> Notice of Disapproval	Telephone Number _____	Certificate Number: _____
<input type="checkbox"/> Superseded Airman Certificate		E-Mail Address _____