

## FAA Form 8710-1, Airman Certificate and/or Rating Application Supplemental Information and Instructions

## **Paperwork Reduction Act Statement**

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0021. Public reporting for this collection of information is estimated to be approximately 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524

# See attached Privacy Act Information and Pilot's Bill of Rights Written Notification of Investigation

Detach these supplemental information instruction parts before submitting the attached form. Instructions for completing this form (FAA 8710-1 form) are attached. If an electronic form is not printed on a duplex printer, the applicant's name, date of birth, and certificate number (if applicable) must be furnished on the reverse side of the application. This information is required for identification purposes. The applicant's social security number, telephone number, and e-mail address are optional.

For faster processing, the FAA encourages applicants to apply online using the FAA Integrated Airman Certification and Rating Application (IACRA). IACRA is available at https://iacra.faa.gov.

Tear off this cover before submitting form

# 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. Submission of the data is mandatory, except for the applicant'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. 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), 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.
- (1) 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.

# 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, rating, or inspection authorization 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, rating, or inspection authorization for which you are applying. 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, rating, or inspection authorization atthe area applying.

• 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, rating, or inspection authorization you are applying for 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, rating, or inspection authorization 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.)

## AIRMAN CERTIFICATE AND/OR RATING APPLICATION INSTRUCTIONS FOR COMPLETING FAA FORM 8710-1

## I. APPLICATION INFORMATION. Mark "X" in all appropriate blocks(s).

Note: Please enter all dates in eight digits as MM/DD/YYYY. Use numeric characters, (e.g. 01/01/2014).

**Block A. Name.** Enter full legal name (Last, First, Middle). If your full legal name is more than 50 characters, 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 part 61.25. If you do not have a middle name, enter "NMN." If you have a middle initial only, indicate "Initial only." Indicateif you are a Jr., II, or III.

**Block B. Social Security Number.** Enter either your 9-digit social security number, "Do Not Use" or "None" if you are not a U.S. citizen. If entering a social security number, only enter a 9-digit U.S. social security number (optional). See supplemental Privacy Act Information.

**Block C. Date of Birth.** Enter your date of birth in the following format: MM/DD/YYYY. Check for accuracy. Verify 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 E1. Residential Address.** Enter your complete residential address. This must include street number, city, state, and zip code. If the applicant has a foreign address, the country must be stated. If a residential address does not exist, a map or written directions to the applicant's physical residence must be attached to the application. Verify that the numbers are nottransposed.

**Block E2. Mailing Address.** Enter your mailing address, if different than block E1. This may be a residence, post office box, rural route, flight school address, personal mail box (PMB), commercial address, or other mail drop location, as applicable. The address provided in block E2, if any, will be printed on the permanent airman certificate. If you want your airman certificate mailed to an address other than provided in blocks E1 or E2, you will need to provide instructions on a separate attachment or in the remarks section of the form.

**Block F. Citizenship/Nationality.** Mark USA if you are a U.S. Citizen or legally naturalized U.S. Citizen. If you are not a U.S. citizen, mark "Other" and enter the country where you are a legal citizen. To claim Dual Citizenship the applicant must present appropriate documentation of citizenship for each country.

**Block G. Do you read, speak, write and understand the English language?** Mark yes or no. If you answered "No" and it is due to medical reasons, an operating limitation will be placed on the airman certificate.

**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 Color.** Spell out the color of your hair. Choose from the following: bald, black, blond, brown, gray, red or white. If you wear a wig or toupee, enter the color of your hair under the wig or toupee.

Block K. Eye Color. Spell out the color of your eyes. Choose from the following: black, blue, brown, gray, green, or hazel.

Block L. Sex. Mark either Male or Female as appropriate.

Block M. Do You Hold or Have You Ever Held An FAA Pilot Certificate? Mark yes or no. (NOTE: A student pilot certificate is a pilot certificate.) If. Yes, complete Blocks M1, M2, and M3.

**Block M1. Grade of Certificate.** Enter the grade of the FAA pilot certificate you hold (i.e., Student, Recreational, Private, Commercial, or ATP). DO NOT enter flight instructor certificate information.

Block M2. Certificate Number. Enter your current FAA certificate number as it appears on the pilot certificate.

Block M3. Date Issued. Enter the date your pilot certificate was last issued.

Block N. Do You Hold, or Have You Ever Held a Medical Certificate? Mark applicable boxes. If yes, complete blocks N1, N2, and N3.

**Block N1. Class of Medical Certificate.** Enter the class as shown on the medical certificate, (i.e., First, Second, or Third Class). If your most recent medical certificate which was valid at some point after July 14<sup>th</sup>, 2006 has expired and you are operating under BasicMed, enter "BASICMED" in this field.

**Block N2. Name of Medical Examiner.** Enter the medical examiner's name as shown on your medical certificate. If you are operating under BasicMed, leave blank.

Block N3. Date Issued. Enter the date your medical certificate was issued. If you are operating under BasicMed, leave blank.

**Block O. Narcotics Drugs.** Mark appropriate block. Only mark "Yes" if you have actually been convicted. If you have been charged with a violation which has not been adjudicated, mark "No." Do not include alcohol offenses involving a motor vehicle mode of transportation as those are covered on the FAA Form 8500-8, Medical application.

Block O1. Date of Final Conviction. If block "N" was marked "Yes" provide the date of final conviction.

### II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF: Block A. Completion of Required Test.

- Aircraft to be used. (If flight test required) Enter the make and model of each aircraft used or represented. If a flight simulation training device (FSTD) is used, indicate Level of Device(s).
- Total time in this aircraft and/or approved full flight simulator (FFS) or flight training device (FTD) (Hrs.) – (2a) Enter the total Flight Time (2b) Enter Pilot-In-Command (PIC) Flight Time.

**Block B. U.S. Military Competence Or Experience.** Enter your branch of service, date rated as a U.S. military pilot, and your rank or grade. In block 4a and 4b, enter the make and model of each military manned aircraft used to qualify (as appropriate). ATD, FTD, or FFS time cannot be used.

#### Block C. Graduate of an Approved Course.

- 1. Name, Location, Certification Number of Training Agency/Center, as shown on the graduation certificate. Indicate if this was a part 142 training center.
- Curriculum From Which Graduated. Enter name of curriculum and level, category, and/or type rating, as applicable.
- 3. Date. Date of graduation from indicated course.

**Note:** Approved course graduate must also complete block A "Completion of Test or Activity," if the course is not part of an Air Agency or a part 142 Training Center.

#### Block D. Holder of Foreign License.

- 1. Country that Issued the Foreign Pilot License.
- 2. Grade Of Foreign Pilot License (i.e. private, commercial, etc).
- 3. Number. Number which appears on the foreign license.
- Ratings. Enter the FAA equivalent only ratings that appear on the foreign license. Indicate the ratings as they will appear on the FAA Certificate (i.e. ASEL, AMEL, ROTORCRAFT HELICOPTER, CE-500, etc).

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

- 1. Name of air carrier.
- 2. Date program was started.
- 3. Identify the training program accomplished.
- **III. RECORD OF PILOT TIME.** <u>At a minimum</u>, the applicant should complete the blocks applicable to the certificate or rating sought; however, it is recommended that <u>all</u> pilot time be entered. If decimal points are utilized, ensure that they are legible. Time entered in the "Class Totals" block should reflect time in aircraft class for the certificate or rating sought with this application. The time entered for an FFS, FTD, and/or ATD may be credited towards the total time in the category, class, and instrument time as permitted by the regulations. Add any Flight Engineer time used for ATP in remarks section.
- IV. HAVE YOU PREVIOUSLY RECEIVED A NOTICE OF DISAPPROVAL OR BEEN DENIED FOR ANY REASON FOR THE CERTIFICATE AND/OR RATING FOR WHICH YOU ARE APPLYING? Mark "Yes" or "No" as appropriate.
- V. APPLICANT'S CERTIFICATION.
  - A. Signature. Sign your name.
  - B. Date. The date you signed the application.

TYPE OR PRINT ALL ENTRIES IN INK

U.S. Depa Federal	artment of Tra Aviation A	ansportatio dministra	n tion	Ai	rman (	Certif	icate a	nd/c	or Ratii	ng Ap	plica	tion					
I. APPLICATION INFORMATION (Mark 'X' in all the blocks applicable to the certificate or rating for which you are applying):         Other Information/Requests           Certificates         Ratings         Other Information/Requests																	
Pilot: Studeni Private	t 🔲	Recreationa		t ASE	opter B plane A	ME    alloon    irship	Land Sea Glider Powered-Lift dded Rating	Instru a A	<i>iment: 0</i> irplane lelicopter owered-Lift	Ground Instr Basic Advance Instrume	d II	nitial Renewal	Reexami Reissuar Flight Re	nation		t Proficienc ight Test	y Check
A. Name	(Last, First, Mi	ddle)					B. SSN	(US Only)		C. Date o	of Birth	D. Place of Bi	irth (City and	l State) or (C	ity and Cour	try)	
	sidential Ad ling City, State, .		d Country)						is address will b		spe H.	F. Citizenship / Nationality       G. Do you read, speak, write, & yes         USA       Other         speak, write, & understand the English language?       No         H. Height (inches)       J. Hair Color       K. Eye Color       L. Sex         Male       Female       Female					
M. Do yo Yes	ou hold, or h	nave you e No	ever held a	an FAA pilot	t certificate?	<b>у</b> М1.	Grade of Co	ertificate	M2. Cert	ificate Nur	nber						
N. Do yo	ou hold <u>, o</u> r h	ave you e				N1.	Class of Ce	rtificate	N2. Nar	ne of Medi	ical Exami	xaminer N3. Date Issued					ed
Yes - FAA       Yes - Foreign       Yes - Military       No         O. 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? Do not include alcohol offenses involving       O1. Date of Final Conviction         motor vehicle mode of transportation as those offenses are covered on the FAA Form 8500-8, Airman Medical Application Form.       Yes       No																	
II. CERT	IFICATE OI	RATING	G APPLIE	FOR ON	BASIS OF:		o, r in man mour					-					
A. Test or Activity									Total time in approved Ff			a. Flight Time		b.	b. As Pilot-in- Command		
								Date Rated	in U.S. Mil	itary							
O.S. Military     S. Competence or     Experience     S. Competence or     Experience     S. Competence or     S. Competence or																	
Graduate of an C. Approved Course 1. Training Agency or Training Center: 1. Name 2. Curriculum From Which Graduated (Level						Level, Catego	1b. Location (City and State)     1c. Certificati       Category, and Class and/or Type Rating)						Number         1d. Part 142?           Yes         No           3. Date				
Holder of         1. Country that Issued the Foreign Pilot License         2. Grade of Foreign Pilot License								ense	3. Foreign Pi	lot License	e Number						
D.	Foreign License	4. Rati	ngs Held o	on Foreign I	Pilot Licens	e (FAA equiv	alent only – e.g.	ASEL, AME	EL, Type rating, e	etc.)							
	Air Carrier ining Progra		ne of Air C	arrier					2. Date	e Training I	Began 3	. Accomplished	Training I pgrade	Program Transiti	on 🗌 R	ecurrent	
III. RECORD OF PILOT TIME (Do not write in the shaded areas)									Night	Night		Night	i		Number of		
	Total	Instruction Received	Solo	PIC and SIC PIC	Cross Country Instruction Received	Cross Country Solo	Cross Country PIC/SIC	Instrument	Instruction Received	Take-Off / Landing	Night PIC/SIC	Take- Off/Landing PIC/SIC		Flights	Aero-Tows	Ground Launches	Powered Launches
Airplanes				SIC	-		SIC				SIC	SIC	Gliders Lighter-than- air				
Rotorcraft	Pic Pic					PIC				PIC	PIC Class Totals						
Rotorcian				SIC			SIC				SIC	SIC		SEL	MEL	SES	MES
Powered Lift				SIC			SIC				SIC	SIC	Airplane	SIC	SIC	SIC	SIC
Gliders				PIC									Rotorcraft	Helic	opter	Gyrc	plane
Lighter- Than-Air				PIC			PIC				PIC	PIC	Lighter-than- air	Ball	Balloon Airship		ship
FFS													FFS	SE	ME	Helio	copter
FTD													FTD				
ATD													ATD				
IV. Have	you previous	y received	a Notice of	Disapproval o	or been denie	d for any re	ason for the c	ertificate A	ND/OR rating	for which y	ou are apply	ying? Yes	No	·	·	•	
V. APPL issuance of a	ICANT'S C any FAA certific	ERTIFICA ate to me. I h	TION: I ce ave received	rtify that all sta the Pilot's Bill o	tements and an f Rights Writter	swers provide Notification of	ed by me on this of Investigation th	application nat accomp	form are comple anies this form. I	ete and true to have also rea	the best of m ad and unders	y knowledge and I a tand the Privacy Act	gree that they t statement th	/ are to be co at accompan	nsidered as ies this form	part of the ba	asis for
Signature of Applicant Date																	

FAA Form 8710-1 (10-17) Supersedes Previous Edition

Instructor Action																		
Accepted Student Pilot Application – I have personally reviewed the applicant's information and verified the person meets the eligibility requirements and verified applicants identification Rejected Student Pilot Application																		
Date									cate Ni	umber			Certificate Expiration Date					
Air Agency's Recommendation																		
The applicant has successfully completed our course, and is recommended for certificate or rating without further practical test.																		
Date Agency Name and Number											Official Signature							
Designated Examiner or Airman Certification Representative Report     Accepted Student Pilot Application     Accepted Student Pilot Application     I have personally reviewed this applicant's pilot logbook and/or training record, and I certify that the individual meets the applicable 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. (Original ATP CTP graduation certificate must be attached)     I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.     I have personally delivered the Written Notification under the Pilot's Bill of Rights to the applicant.     Approved – Temporary Certificate Issued (Original Attached)     Disapproval Notice Issued (Original Attached)																		
Locat	on of Test (Name	e of Fac	ility or Airport,	City, State)								Ground /	/ Oral	Durat FFS /	ion of Test FTD	Flight		
Certif	Certificate or Rating Being Applied For (Grade, Category, Class and/or Type Rating) Type(s) of Aircraft Used									rcraft Used		Registration Number(s)				, i i i i i i i i i i i i i i i i i i i		
Date         Examiner's Signature (Print Name & Sign)									Cer	tificate Number			Designation Number			Designation Expires		
Evaluator's Record (Use for All ATP Certificate(s) and/or Type Rating(s))																		
	Inspector Examiner Signature and Certificate Number Date																	
Ground / Oral																		
Approved FFS/FTD Check																		
Aircra	ft Flight Check																	
Advar	nced Qualificatio	n Prog	ram															
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. ( <i>The approved box need only checked if the Inspector is the one that issued the temporary airman certificate</i> )																		
Location of Test (Name of Facility or Airport, City, State)							Ground			I / Oral	FFS /	of Practical Te FTD	Flight					
Certif	Certificate or Rating Being Applied For (Grade, Category, Class and/or Type Rating)         Type(s) of Aircraft Used									rcraft Used			Registra	ation No.(s)				
Certification Activities:         Examiner's Recommendation Provided/Reviewed       Ground Instructor Certificate Issued       Flight Instructor Certificate Issued         Accepted       Rejected       Basic       Initial       Renewa         Application for Student Pilot Certificate Accepted       Advanced       Instructor Renewal Ba         Reissue or exchange of pilot, CFI, or G.I. certificate       Instrument       Activity       Train         Change of name, nationality, gender or date of birth       Test       Dutie       SIC Type Rating issued under § 61.55(b) (Part 91)       Military Instructor									I Reinstatement Military Competency Foreign License Ing Course Special medical test conducted – report forwarded to issuing medical office or AAM-300 Special Test-Reexamination (44709) conducted									
Training Course (FIRC) Name Graduation Certificate Number										Date of FIRC Graduation Certifica								
Date	Date Inspector's Signature (Print Name & Sign)								Certificate Number FAA Office (e.g. SO-15, WP-19)									
Att	achments:			Airman's Identification (ID) (US driver's license or passport recommended)							Applicant Information (required if printed on 2 pages)							
Certifying Statement			Form of ID							Name								
College Transcript (Official)			ID Number (If issued by State, include State)							Date of Birth								
ATP CTP Graduation Certificate				Expiration Date (must be valid)							Certificate Number							
	emporary Airman Certi	ficate	-	Telephone Number							E-Mail Address							
	Notice of Disapproval		ŀ	Meets Aviation English Language Standard Does Not Meet Aviation English Language														
	Superseded Airman Certificate																	