

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

N 8900.228

National Policy

Effective Date:
7/30/13

Cancellation Date:
7/30/14

SUBJ: Reexamination of Airmen Tested by Designated Pilot Examiner Mark George

1. Purpose of This Notice. This notice provides guidance to Federal Aviation Administration (FAA) aviation safety inspectors (ASI) on program policies and procedures for reexamining individuals holding pilot certificates with various ratings who were tested by Designated Pilot Examiner (DPE) Mark E. George of Allentown, Pennsylvania. The reexamination will ensure that these individuals meet the standards of Title 14 of the Code of Federal Regulations (14 CFR) part 61 to hold their certificates and/or ratings.

Note: This guidance is considered to be supplemental to FAA orders and Federal regulations.

2. Audience. The primary audience for this notice is Flight Standards District Office (FSDO) ASIs. The secondary audience includes Flight Standards branches and divisions in the regions and in headquarters (HQ).

3. Where You Can Find This Notice. You can find this notice on the MyFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices. Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at <http://fsims.avs.faa.gov>. Operators can find this notice on the FAA's Web site at <http://fsims.faa.gov>. This notice is available to the public at http://www.faa.gov/regulations_policies/orders_notices.

4. Authority. Title 49 of the United States Code (49 U.S.C.) § 44709 is the authority for the reexamination of a certificated pilot. The law in part states, "The Administrator of the Federal Aviation Administration may... reexamine an airman holding a certificate issued under section 44709 of this title."

5. Purpose of the Reexamination. As a result of a public complaint regarding DPE Mark E. George conducting airmen tests contrary to the applicable approved Practical Test Standards (PTS) and subsequent investigation by the FAA of the certification activities of DPE George, the Administrator has determined that there is reason to believe that the competency of the airmen examined by DPE George from the period of March 1, 2008 – October 31, 2012 is in doubt. As a result of the evidence obtained during the investigation, the FAA has determined that these airmen will require reexamination of their competency pursuant with 49 U.S.C. § 44709 to ensure safety in air commerce.

6. Airmen to be Reexamined.

a. Tested by Mark E. George. All airmen that were tested by DPE George from the period of March 1, 2008—October 31, 2012 will be reexamined unless they have subsequently been reexamined or tested by another DPE or FAA inspector for an upgraded certificate with satisfactory results; in those cases, no reexamination letter will be sent. This will apply only to airmen who successfully completed their test prior to receiving the 709 letter. An added rating to the same grade of certificate, does not qualify an airman to be excluded from the § 44709 reexamination requirements of this notice. The test for an upgraded certificate must have taken place prior to the airman receiving the letter of reexamination. Any test for an upgraded certificate after the airman has received the letter of reexamination must be approved by the Allentown FSDO in order to satisfy the requirements of this notice. The Allentown FSDO will send a § 44709 notification letter to all other airmen tested by DPE George during the cited time period.

b. Assigned Outside the United States and its Territories. Relief for U.S. military and civilian personnel who are assigned outside the United States and its Territories in support of U.S. Armed Forces operations will be applied to airmen requiring reexamination. The criteria for this relief will be the same as is offered in Special Federal Aviation Regulation (SFAR) 100-2; relief includes the opportunity to complete reexamination within 6 calendar-months after returning to the United States.

c. Foreign Airmen. Foreign airmen issued certificates or ratings by DPE George during the cited time period are to be reexamined in the same manner as airmen in the U.S. In many instances, the foreign airmen will have been issued foreign certificates or ratings based on their U.S. certificates or ratings. No reexamination activity outside the U.S. is authorized by this notice. In order to be reexamined, foreign airmen will have to appear in the U.S. at their own expense. A current Letter of Authenticity will be required for any of the following actions:

- Downgrade to remove the U.S. Test passed rating on an FAA certificate based on a foreign license (§ 61.75).
- Upgrade from an FAA certificate based on a foreign license (§ 61.75) certificate to an unrestricted certificate.

7. Section 44709 Notification Letter. Airmen requiring reexamination will be notified by mail sent to the airman's address of record (obtained from the FAA's Civil Aviation Registry). The Inspector can view the airman's address information via MSAT-A. The Allentown FSDO point of contact (POC) will issue each notification letter. The Allentown FSDO will print and mail two copies of the notification letter to each airman via the U.S. Postal Service; one copy will be sent certified mail/return receipt requested, (proof of service) and the other by regular mail. Lack of a return of the regular mail letter raises a presumption that the airman received the letter; in such cases, an appropriate person at the Allentown FSDO should document that the regular mail letter was not returned. For an airman with both U.S. and foreign addresses, two copies will be mailed to each address, one by a delivery method that will provide proof of service. The letter will notify the airman of the decision to reexamine and require the airman to contact the Allentown FSDO POC (referenced in the letter) within 10 business days of receipt of the letter to schedule a reexamination. The letter will state that the airman may be reexamined for each certificate and

rating DPE George issued them from March 2008 thru October 2012. The Allentown FSDO will maintain the records of the notifications to the airmen and the records of the administration of the reexaminations.

8. Reexamination Process.

a. Preliminary Test Procedure. The inspector conducting the § 44709 reexamination of the airman will request and review the airman's certification records prior to conducting any reexamination. The inspector will determine whether or not the airman has successfully completed a practical test for an upgraded certificate with a DPE (other than DPE George) or FAA inspector since the last successful test taken with DPE George, and prior to the airman receiving the letter of reexamination. If the inspector determines that the airman has successfully completed an upgraded certification action as described, the requirement for this reexamination will be rescinded. The Allentown FSDO will validate proof of the airman's satisfactory testing (Temporary Airman Certificate or Permanent Certificate) with the Airman Certification Branch (AFS-760) prior to contacting the Allentown FSDO to terminate the reexamination process. The POC for this verification is Mary Snyder, who can be contacted at (405) 954-3794 or mary.snyder@faa.gov.

b. Test Standard. If the airman has not received an upgraded certificate as described above, the reexamination will continue. The reexamination will cover the highest grade certificate that the airman received from DPE George. In the event that DPE George conducted more than one test for that grade of certificate, the reexamination will cover all ratings conducted by DPE George at that certificate level (e.g., Commercial Airplane Single-Engine Land (ASEL) and Commercial Airplane Multiengine Land (AMEL); or Private Pilot Certificate with an Instrument Rating). Certificates or ratings issued to the airman by DPEs (other than DPE George) are not subject to this reexamination. The reexamination will consist of a complete practical test as set forth in the appropriate PTS for the applicable certificate or rating. A separate FAA Form 8710-1, Airman Certificate and/or Rating Application, must be completed for each certificate or rating being reexamined.

c. Voluntary Surrender or Exchange. An airman may elect to voluntarily surrender or exchange a certificate for cancellation or downgrade pursuant with part 61, § 61.27. They may surrender a certificate for downgrade only if the practical test for the lower grade certificate was not administered by DPE George. If the reexamination is for the purpose of demonstrating qualification for a rating (e.g., Instrument Airplane), the airman may surrender his or her certificate for the purpose of having it reissued without the rating. An airman who offers to voluntarily surrender their airman certificate for cancellation or exchange will be provided a statement to sign that records voluntary surrender.

d. Practical Test. The applicable airman PTSs that were identified in the reexamination letter will be used.

e. Test Locations. Reexaminations will be performed at the Allentown FSDO or the office of the airman's choosing, providing that the individual notifies the Allentown FSDO of the other office on the form provided with the reexamination letter for this purpose.

f. Scheduling a Reexamination. When the Allentown FSDO is contacted by the airman, they will allow the airman to choose from available dates and times to schedule the reexamination. The reexamination should normally take place within 15 days of receipt of the letter of notification; however, there may be exceptions that delay the reexamination in accordance with FAA Order 8900.1, Volume 5, Chapter 7, Section 1, Conduct a Reexamination Test of an Airman Under Title 49 of the United States Code, subparagraph 5-1419C. The inspector should accommodate the airman as deemed necessary and appropriate to the situation, but may not allow the airman to postpone the reexamination indefinitely. If the airman does not intend to operate aircraft for a short period of time, or needs time to practice and cannot meet the 15 day deadline, the airman may temporarily deposit their airman certificate at the FSDO for a maximum of 30 days in accordance with the temporary deposit and reissue policy (refer to FAA Order 8900.1, Volume 5, Chapter 2, Section 5, Miscellaneous Part 61 Certification Information). If the airman has made arrangements to have the reexamination administered at another FSDO, the same standards should be applied.

Note: If the airman refuses to be reexamined or to voluntarily surrender for cancellation or downgrade, the FAA inspector will inform the airman that legal enforcement action will be initiated to suspend or revoke the certificate(s) and/or rating(s).

g. Reexamination Results.

(1) First Reexamination Satisfactory. If the first reexamination test is successfully completed, the airman will be provided with an official letter of successful completion of reexamination, closing the matter. The airman may then continue to exercise the privileges of the certificate and/or rating(s).

(2) First Reexamination Unsatisfactory.

(a) The airman must be informed in detail of each deficiency. The individual should be offered the opportunity to surrender for cancellation or downgrade in lieu of a second reexamination. The airman should not be offered a second reexamination if the inspector finds and documents that the airman's performance on the first reexamination was so substandard that the airman is unsafe for flight, even with additional practice or training.

(b) If the airman accepts the offer to take a second reexamination, their certificate must be temporarily deposited at the FSDO; the inspector issues a temporary certificate to allow additional practice or training. The temporary certificate must have a limitation against carrying passengers and a 30 day expiration date, in accordance with FAA Order 8900.1, Volume 5, Chapter 7, Section 1, subparagraph 5-1424B and Figure 5-141, FAA Form 8060-4. The airman has 30 days in which to practice or obtain dual instruction before being reexamined again. If the temporary deposit certificate term is nearing expiration, a decision must be made to either suspend the certificate in accordance with the current edition of FAA Order 2150.3, FAA Compliance and Enforcement Program, or extend the temporary deposit certificate for another 30 days. If the airman fails the second reexamination, he or she should be offered the opportunity to surrender for cancellation or downgrade. If the airman successfully completes the second

reexamination, the airman's certificate will be returned, and the airman will be provided with an official letter of successful completion of reexamination, closing the matter.

h. Reexamination Documentation. FAA Form 8710-1 will be used to document the reexamination. FAA Order 8900.1, Volume 5, Chapter 1, Section 3, Phases of Certifications, paragraphs 5-52 through 5-54 and Chapter 7, Section 1, subparagraph 5-1427G provide appropriate instructions to document the reexamination. Additionally, in the upper margin print "DPE GEORGE, Re-Examination Under 49 USC" and in the lower margin print "Re-Examination Under 49 USC" (see Appendix A). Copies of all documents must be sent to the Allentown FSDO. Order 8900.1, Volume 5, Chapter 7, Section 1, subparagraphs 5-1427 L through N outline required documents depending on the outcome of the exam.

(1) Mailing Documents. It is important that the FSDOs and Regional Counsel Offices mail the original documents to the Airman Certification Office in two sealed envelopes. Both the inner sealed envelope, as well as the outer mailing envelope should be addressed as follows:

For your eyes only: Mary Snyder (405) 954-3794
 FAA Airman Certification, AFS-760
 Mike Monroney Aeronautical Center
 Civil Aviation Registry
 PO Box 25082
 Oklahoma City, OK 73125

Note: Copies of all documents must be sent to the Allentown FSDO.

(2) Document Packages. Each package must contain a letter indicating the result and/or action taken:

- Passed Form 8710-1 application with letter of successful completion (sample in Order 8900.1, Volume 5, Chapter 7, Section 1, Figure 5-142).
- For downgrade to a lower grade of certificate, Form 8710-1 application with a Letter of Surrender to Lower Grade Certificate (see Appendix B), typed Temporary Airman Certificate, and the airman's certificate attached.
- Failed Form 8710-1 application with a letter of failure stating the airman's certificate is on deposit with the FSDO (see Appendix C, Letter of Surrender for Temporary Deposit).
- Failed Form 8710-1 application with a letter of failure, Letter of Voluntary Surrender for Cancellation signed and dated (see Appendix D), with the airman's certificate attached.
- For an airman that chooses to surrender without a retest, a signed and dated Letter of Voluntary Surrender for Cancellation (see Appendix D) with the airman's certificate attached.

9. Legal Enforcement Action. If the airman does not respond, or does not successfully complete reexamination and does not voluntarily surrender their certificate(s) and/or rating(s) for cancellation or downgrade, legal enforcement action must be taken in accordance with FAA Order 2150.3. In accordance with that order, the Enforcement Investigation Report (EIR)

must reflect whether the legal enforcement action should be on an emergency basis; thus, evidence of the airman's current ability to operate is necessary, including current status of FAA medical certification.

a. No Response. If the airman does not respond to the § 44709 letter within 30 days of the date of the letter, the Allentown FSDO will compile an EIR, including the § 44709 letter; proof of service; certificate(s) and rating(s) held; which certificate(s) and/or rating(s) DPE George issued; and other evidence. The Allentown FSDO will forward the EIR to the Eastern Region Flight Standards Division (AEA-200). After review, AEA-200 will forward the EIR to the Eastern Regional Counsel (AEA-7) for legal enforcement action to suspend the certificate(s) and/or rating(s) issued by DPE George.

b. Administered by the Allentown FSDO. If the reexamination administered by the Allentown FSDO is unsatisfactory, the FSDO will compile an EIR, including the § 44709 letter; proof of service; documentation of the reexamination(s), certificate(s), and rating(s) held; which certificate(s) and/or rating(s) DPE George issued; and other evidence. The Allentown FSDO will forward the EIR to AEA-200. After review, AEA-200 will forward the EIR to AEA-7, for legal enforcement action to revoke the certificate(s) and/or rating(s) issued by DPE George.

c. Administered by Another FSDO. If the reexamination administered by a FSDO other than the Allentown FSDO is unsatisfactory, the inspector will contact the Allentown FSDO POC to obtain all items of proof, including the Allentown FSDO's copy of the § 44709 letter and proof of service. The FSDO that administered the reexamination will compile an EIR, including records obtained from the Allentown FSDO; documentation of the reexamination(s), certificate(s), and rating(s) held, which certificate(s) and/or rating(s) DPE George issued, and other evidence. The FSDO that administered the reexamination will forward the EIR to their respective regional Flight Standards division (RFSD). After review, the RFSD will forward the EIR to their respective Regional Counsel for legal enforcement action to revoke the certificate(s) and/or rating(s) issued by DPE George.

d. After Issuance of an Order of Suspension. If the airman presents himself or herself to a FSDO after the issuance of an order suspending his or her certificate, that FSDO will forward documentation of the success of the reexamination to the Office of Regional Counsel that issued the Order of Suspension. If the airman fails reexamination, the FSDO will compile an EIR with a new EIR number for revocation of the certificate(s) and/or rating(s), and forward the EIR to their respective Flight Standards division. If the airman surrenders their certificate for cancellation or downgrade, the FSDO accepts the certificate, and forwards the certificate to the Office of Regional Counsel that issued the Order of Suspension.

10. Mark George Reexamination Program Team.

a. Focal Point. The Allentown FSDO will be responsible for sending the reexamination letters to the airmen who are subject to the reexamination process, and for tracking the progress of each to its conclusion. However, the AEA Technical Support Branch—General Aviation (AEA-230) has overall responsibility for coordination of all the activities being conducted as part of this program.

b. POC. The Allentown FSDO has identified the POCs as Lee Abt, Front Line Manager (FLM), and Robert Ference, principal operations inspector (POI), as well as a team to oversee the reexamination program. This team will track the administration of the reexaminations and process the tracking records created for this program to record its progression toward completion of the requirements for the airman.

11. Failure to Contact the FSDO. If the airman does not contact the Allentown FSDO within 30 days of the date of the reexamination letter, the Allentown FSDO POC should initiate legal enforcement action in accordance with FAA Order 2150.3. Because letters of notification sent by regular mail are forwarded if an address change is on file with the U.S. Postal Service, lack of return of the general delivery letter provides a presumption that the letter was received.

12. Required Program Tracking and Reporting Subsystem (PTRS) Entries.

a. Initiating and Updating Entries. It is imperative that the PTRS records be initiated and updated in a timely manner. The Allentown FSDO will open a PTRS record at the time the reexamination letter is sent to the airman. The Allentown FSDO will then provide the PTRS number to the inspector conducting the reexamination. The Allentown FSDO focal point and other key program personnel will be using the information recorded in the PTRS to monitor and administer the reexamination program. Any relative information to help clarify what took place, along with the outcome, should be entered into the comments section. All entries will include:

- Activity code 1534,
- National use code “DPEGEORGE” (without quotation marks or spaces),
- Airman certificate number (or pre-certificate),
- Airman name, and
- Location (LOC)/departure point (location of reexamination).

b. Making Entries. Inspectors conducting the reexamination will make the PTRS entries described below.

(1) Response from airman concerning scheduling of reexamination:

- Status = “P.”
- Call up date = Date scheduled for reexamination.

(2) Result of satisfactory reexamination:

- Pass/Fail = “P.”
- Tracking = date of test (mmddyy); no punctuation or spacing.

(3) Result of unsatisfactory reexamination:

- Pass/Fail = “F.”
- Miscellaneous = “SURRENDER,” “DEPOSIT,” or “ENFORCEMENT.”
- Tracking = date of failure (mmddyy), no punctuation or spacing.
- If certificate is put on deposit, call up date = date scheduled for retest.

c. Voluntary Downgrade or Surrender. If an airman chooses to voluntarily downgrade their certificate or voluntarily surrender their certificate, the PTRS entry will include the following as well as any relative information to help clarify what took place:


- Activity code 1570,
- National use code “DPEGEORGE” (without quotation marks or spaces),
- Airman certificate number (or pre-certificate), and
- Airman name.

Note: The inspector should obtain the original 44709 PTRS # from Allentown FSDO and close the 1534 PTRS code with “Surrender”, “Deposit”, or “Enforcement” in the Misc. Field.

13. Labor Distribution Reporting (LDR) Code. Use LDR code “12XXFAFAR061SUR IN0010” when reporting time spent working on this project.

14. Disposition. We will not incorporate the information in this notice into FAA Order 8900.1. Direct questions or comments concerning the information in this notice to William T. Voss, AEA-230 focal point for this program, at (703) 230-7664 x236 or william.t.voss@faa.gov.

for


John M. Allen
Director, Flight Standards Service

Appendix A. Airman Certificate and/or Rating Application



U.S. Department
of Transportation
Federal Aviation
Administration

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

Paperwork Reduction Act Statement:

The information collected on this form is necessary to determine applicant eligibility for airman ratings. We estimate it will take 15 minutes to complete this form. The information collected is required to obtain a benefit and becomes part of the Privacy Act system of records DOT/FAA 847, Aviation Records on Individuals. Please note that an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number associated with this collection is 2120-0021. Comments concerning the accuracy of this burden and suggestions for reducing the burden should be directed to the FAA at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, AES-200.

See Privacy Act Information below. Detach this part before submitting form.

Instructions for completing this form (FAA 8710-1) are below.

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 telephone number and E-mail address are optional.

Tear off this cover sheet before submitting this form.

AIRMAN CERTIFICATE AND/OR RATING APPLICATION**PRIVACY ACT STATEMENT:** This statement is provided pursuant to the Privacy Act of 1974, 5 USC § 552a:

The authority for collecting this information is contained in 49 U.S.C. §§ 40113, 44702, 44703, 44709 and 14 C.F.R. Part 61 and 65. 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 Social Security Number, which is voluntary. Failure to provide all required information will result in our 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 (SORN) for DOT/FAA 847 (see www.dot.gov/privacy/privacyactnotices), including:

- (a) Providing basic airman certification and qualification information to the public upon request; examples of basic information include:
- The type of certificates and ratings held, limitations, date of issuance and certificate number;
 - The status of the airman's certificate (i.e., whether it is current or 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; and 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 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 (NTSB) 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 (DoD), 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 F.R. 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.

FAA Form 8710-1 (4-00) Supersedes Previous Edition

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

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.

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.

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.

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.")

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.

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? Check appropriate block.

V. APPLICANT'S CERTIFICATION.

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

DPE GEORGE

Re-Examination Under 49 USC

Form Approved OMB No: 2120-0021
09/30/2010

TYPE OR PRINT ALL ENTRIES IN INK

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION		Airman Certificate and/or Rating Application														
I. Application Information <input type="checkbox"/> Student <input type="checkbox"/> Recreational <input type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Airline Transport <input type="checkbox"/> Instrument																
<input type="checkbox"/> Additional Rating <input type="checkbox"/> Airplane Single-Engine <input type="checkbox"/> Airplane Multiengine <input type="checkbox"/> Rotorcraft <input type="checkbox"/> Balloon <input type="checkbox"/> Airship <input type="checkbox"/> Glider <input type="checkbox"/> Powered-Lift																
<input type="checkbox"/> Flight Instructor <input type="checkbox"/> Initial <input type="checkbox"/> Renewal <input type="checkbox"/> Reinstatement <input type="checkbox"/> Additional Instructor Rating <input type="checkbox"/> Ground Instructor																
<input type="checkbox"/> Medical Flight Test <input type="checkbox"/> Reexamination <input type="checkbox"/> Reissuance of certificate <input type="checkbox"/> Other																
A. Name (Last, First, Middle)		B. SSN (US Only)	C. Date of Birth Month Day Year													
E. Address		F. Citizenship <input type="checkbox"/> USA <input type="checkbox"/> Other Specify	G. Do you read, speak, write, & understand the English language? <input type="checkbox"/> Yes <input type="checkbox"/> No													
City, State, Zip Code		H. Height	I. Weight													
		J. Hair	K. Eyes													
		L. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female														
M. Do you now hold, or have you ever held an FAA Pilot Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> No		N. Grade Pilot Certificate	O. Certificate Number													
		P. Date Issued														
Q. Do you hold a Medical Certificate? <input type="checkbox"/> Yes <input type="checkbox"/> 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? <input type="checkbox"/> Yes <input type="checkbox"/> No			V. Date of Final Conviction													
II. Certificate or Rating Applied For on Basis of:																
<input type="checkbox"/> 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													
<input type="checkbox"/> 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)														
<input type="checkbox"/> 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													
<input type="checkbox"/> D. Holder of Foreign License Issued By	1. Country	2. Grade of License	3. Number													
	4. Ratings															
<input type="checkbox"/> E. Completion of Air Carrier's Approved Training Program	1. Name of Air Carrier	2. Date	3. Which Curriculum <input type="checkbox"/> Initial <input type="checkbox"/> Upgrade <input type="checkbox"/> 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 SIC			PIC SIC				PIC SIC	PIC SIC				
Rotorcraft				PIC SIC			PIC SIC				PIC SIC	PIC SIC				
Powered Lift				PIC SIC			PIC SIC				PIC SIC	PIC SIC				
Gliders																
Lighter Than Air																
Simulator Training Device																
PCATD																
IV. Have you failed a test for this certificate or rating? <input type="checkbox"/> Yes <input type="checkbox"/> No																
V. Applicant'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			

FAA Form 8710-1 (4-00) Supersedes Previous Edition

NSN: 0052-00-682-5007

Re-Examination Under 49 USC

DPE GEORGE

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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	
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				
<input type="checkbox"/> Student Pilot Certificate Issued (Copy attached) <input type="checkbox"/> 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. <input type="checkbox"/> I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate. <input type="checkbox"/> I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below. <input type="checkbox"/> Approved – Temporary Certificate Issued (Original Attached) <input type="checkbox"/> 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)	
Date	Examiner's Signature (Print Name & Sign)	Certificate No.	Designation No.	Designation Expires
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.				
<input type="checkbox"/> Approved – Temporary Certificate Issued (Original Attached) <input type="checkbox"/> 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)	
<input type="checkbox"/> Student Pilot Certificate Issued <input type="checkbox"/> Examiner's Recommendation <input type="checkbox"/> Accepted <input type="checkbox"/> Rejected <input type="checkbox"/> Reissue or Exchange of Pilot Certificate <input type="checkbox"/> Special Medical test conducted -- report forwarded to Aeromedical Certification Branch, AAM-330	<input type="checkbox"/> Certificate or Rating Based on <input type="checkbox"/> Military Competence <input type="checkbox"/> Foreign License <input type="checkbox"/> Approved Course Graduate <input type="checkbox"/> Other Approved FAA Qualification Criteria	<input type="checkbox"/> Flight Instructor <input type="checkbox"/> Renewal <input type="checkbox"/> Reinstatement Instructor Renewal Based on <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
Date	Inspector's Signature (Print Name & Sign)	Certificate No.	FAA District Office	
Attachments:				
<input type="checkbox"/> Student Pilot Certificate (Copy) <input type="checkbox"/> Knowledge Test Report <input type="checkbox"/> Temporary Airman Certificate <input type="checkbox"/> Notice of Disapproval <input type="checkbox"/> Superseded Airman Certificate	<input type="checkbox"/> Airman's Identification (ID) Form of ID _____ Number _____ Expiration Date _____ Telephone Number _____	ID: _____ Name: _____ Date of Birth: _____ Certificate Number: _____ E-Mail Address _____		

FAA Form 8710-1 (4-00) Supersedes Previous Edition

Electronic Version (Adobe)

NSN: 0052-00-682-5007

Re-Examination Under 49 USC

Appendix B. Surrender to Lower Grade Certificate

U.S. DEPARTMENT OF TRANSPORTATION Federal Aviation Administration

LETTER OF SURRENDER TO LOWER GRADE CERTIFICATE

PRIVACY ACT: This information is required under the authority of the Federal Aviation Act (Section 602). Certification cannot be completed unless the data is complete. Routine uses of records maintained in the system include categories of users and the purposes of such uses; i.e., to determine that airmen are certified in accordance with the provision of the Federal Aviation Act of 1958; repository of documents used by individual and potential employers to determine validity of airmen qualifications; to support investigative efforts of investigation and law enforcement agencies of Federal, State, and local governments; supportive information in court cases concerning individual status and/or qualifications in law suits; to provide data for the Comprehensive Airman Information System (CAIS); and to provide documents for microfilm and microfiche backup records.

I HEREBY VOLUNTARILY surrender my _____,
certificate number _____ to the Federal Aviation Administration for the
purpose of being issued a lower grade _____ certificate. I
understand that a _____ certificate may not be issued to me unless I
again pass any and all written, oral, and practical tests prescribed for its issue.

Signed _____

(Printed First/Middle/Last Name)

this _____ day of _____, 19____

(Address)

(City/State/Zip)

Revised 8-93

Appendix C. Letter of Surrender for Temporary Deposit

TO: Flight Standards District Office
Attn: _____
26805 E. 68th Ave, #200
Denver, Colorado 80249

FROM: _____
PRINTED NAME

ADDRESS

CITY, STATE & POSTAL CODE

I hereby voluntarily surrender my _____ certificate, # _____
for temporary deposit in the Denver Flight Standards District Office of the Federal Aviation
Administration (FAA) until _____, . If, by that date, I have not
demonstrated the airman competence to hold that/those rating(s) to the FAA or received an
extension of time within which to take the re-examination, I understand that legal enforcement
action will be taken to suspend the privileges of my airman certificate (or rating) until I
demonstrate the competence prescribed in the Federal Aviation Regulations for its original
issuance.

DATE

SIGNATURE

Appendix D. Letter of Voluntary Surrender for Cancellation



U.S. Department
of Transportation
**Federal Aviation
Administration**

Flight Standards District Office
1601 Randolph Road, S.E., Suite 200N
Albuquerque, New Mexico 87106
(505) 764-1200, Fax (505) 764-1233

LETTER OF VOLUNTARY SURRENDER FOR CANCELLATION

I have elected not to submit to reexamination of my qualifications to hold a FAA Airman Certified Flight Instructor Certificate, as described in a letter to me from the FAA, dated September 10, 2012, and offered under the authority of 49 USC, section 44709.

I voluntarily surrender my _____, certificate,
(Type of Certificate)
Number _____ for cancellation. I understand that in order to obtain another certificate, I must pass any and all written, oral, and practical tests prescribed for the issuance of the certificate, as stated in Title 14 of the Code of Federal Regulations.

Attach Certificate

Signed _____

(Print First/Middle/Last Name)

This _____ day of _____, 2012

(Address)

(City/State/Zip)

This letter will be made a matter of record concerning the reexamination and will be forwarded to the Airman Records Office in Oklahoma City, Oklahoma.

You may consider this matter closed and we thank you for your cooperation.

Respectfully,

John R. DeWitt
Principal Operations Inspector
SW-FSDO-01

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