

STEP 1:

Register in IACRA by accessing the internet at the following address: <https://iacra.faa.gov>
Then choose **Register** option

The screenshot shows the IACRA registration page. At the top left is the Federal Aviation Administration logo. Below it is a navigation menu with links: Home, What's new in IACRA, Frequently Asked Questions, Site Feedback, Contact Us, Training and Documentation, Available Certifications/Ratings. The main content area features a large banner with the text 'IACRA Integrated Airman Certification and Rating Application (IACRA)'. To the right of the banner is a registration form with fields for 'Username:' and 'Password:', a 'Forgot Password?' link, and 'Login' or 'Register' buttons. A warning message at the bottom right states: 'WARNING: This is a Federal Aviation Administration (FAA) ...'.

STEP 2:

Select Applicant

IACRA - Select Role(s)

Please select the role or roles below for which you would like to register.

Applicant	
<input checked="" type="checkbox"/> Applicant	
Instructors	
<input type="checkbox"/> Air Carrier Flight Instructor	- (CFR 121, 135)
<input type="checkbox"/> Chief / Assistant Chief Flight Instructor	- (CFR 141)
<input type="checkbox"/> 142 Recommending Instructor	- (CFR 142)
<input type="checkbox"/> Recommending Instructor	- (CFR 61, 141)
Certifying Officers	
<input type="checkbox"/> Aircrew Program Designee	- (CFR 121, 135)
<input type="checkbox"/> Airman Certification Representative	- (CFR 141)
<input type="checkbox"/> Airman Certification Representative (FIRC only)	- (FIRC)
<input type="checkbox"/> Aviation Safety Inspector	- (FAA)
<input type="checkbox"/> Aviation Safety Technician	- (FAA)
<input type="checkbox"/> Designated Examiner	- (CFR 61, 141)
<input type="checkbox"/> Training Center Evaluator	- (CFR 142, 121, 135)
Admin	
<input type="checkbox"/> School Administrator	- (CFR 141, 142, 121, 135)
<input type="button" value="Next >>"/>	

STEP 3:

Complete the next screen with your airman information.

If you **do not hold an FAA Issued Airman Certificate, please leave this section **BLANK****

IACRA - User Profile Information

Certificate Information

Airman Certificate Number ?

Date of Issuance

Airman Certificate Number

Please enter your Airman Certificate Number as it is shown on your certificate. [Click Here](#) to learn what IACRA requires for a certificate number.

- Please ensure that your certificate number and date of issuance match those on your paper certificate.

Ensure that your name matches your passport (the official government ID).

This includes multiple last names and hyphenated last names.

Personal Information

Please Note: The total length of your first and middle names must be less than 50 characters.

First Name ? No First Name

Middle Name ? No Middle Name

Last Name

CONTINUE TO FILL OUT REMAINING SECTIONS OF THE IACRA - User Profile Information PAGE. Use the ? to assist you with help on a field.

When Creating your User name and Password, please ensure that you are selecting characters that would be consistent with an **American Keyboard.**

User Name / Password

Create Your Unique IACRA Login

User Name ?

Password ?

Confirm Password

Your Unique IACRA Login

User Name

You will be required to log in to your application while you are at the FSDO office.

STEP 4:

After you select ,

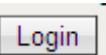
The IACRA system will generate an FTN. Please record this number to be used in filling out your application.

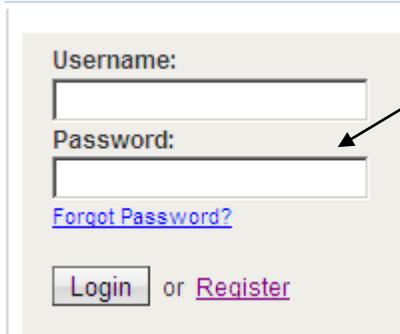
FTN: _____

USER NAME: _____

PASSWORD: _____

STEP 5:

Return to the  to fill out your application by entering your USERNAME and PASSWORD and selecting .



The screenshot shows a login form with the following elements: a 'Username:' label above a text input field; a 'Password:' label above another text input field; a blue link labeled 'Forgot Password?'; and a 'Login' button followed by the text 'or Register'.

This will allow you to fill out the 8710-1 electronically and submit your application prior to arrival at the Orlando FSDO.