# Federal Aviation Administration

# Aviation Safety Knowledge Management Environment (ASKME) Segment II

# Airworthiness Certification (AWC)

# Applicant Registration Guide



**Version 1.0**

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# Introduction

The ASKME Segment II Airworthiness Certification (AWC) tool allows Applicants to complete and submit *FAA Form 8130-6, Application for U.S. Airworthiness Certificate* online. The FAA securely transmits the completed form so that it can be processed by an FAA Aviation Safety Inspector (ASI) or Designee.

Through the AWC External Portal, Applicants have the ability to submit Airworthiness applications for:

- Standard Certificates
- Special Certificates
- Special Flight Permits
- Special Flight Authorizations
- Amended Certificates
- Exchange Certificates
- Replacement Certificates
- Multiple Certificates

# The ASKME Airworthiness Application Process at a Glance

- ✓ Visit the [AWC External Portal](#).
- ✓ Register to create an account. An email with your Username will be sent to the email address associated with your new account.
- ✓ Log on to the system using your assigned Username or your email address, and the password you created during the Registration process.
- ✓ Create an application from your MY AWC dashboard.
- ✓ Upload any documents on the Documents page of the application, including a signed 8130-6.
- ✓ Submit the application via AWC to your local FAA MIDO or FSDO office.
- ✓ Log on to AWC to check the status of your application. You will also receive email notifications when the applications status changes.

# Register for an AWC Account

1. To gain access to the AWC External Portal, register for a new account at the AWC External Portal. A **System Use Notice** will display. Click **Agree** to enter AWC.



*Figure 1 System Use Notice*

2. The Login page will display. Select **New User Sign-Up**.



*Figure 2 AWC Login Page*

3. Complete the fields on the **User Information** tab, then select **Save & Next**.



*Figure 3 User Information Tab*

4. On the **Security Information** tab, select and answer your Security questions. If you need to reset your password, you will be asked these questions. Once you create a password, click **Submit User Registration**.



*Figure 4 Security Information Tab*

5. Return to the Login in page to sign in to your account. You will receive an email with your AWC Username. You can also log on using your email address.

# You AWC Dashboard

Once you log in to the AWC System, your Dashboard will display. From this dashboard, you can create and submit new Airworthiness Applications

To create a new application, choose from the **Create Application** options. Note: For Standard or Special Certificates, select the **New Application** option.

To view your previous applications, select from the **My Applications** certificate type options.
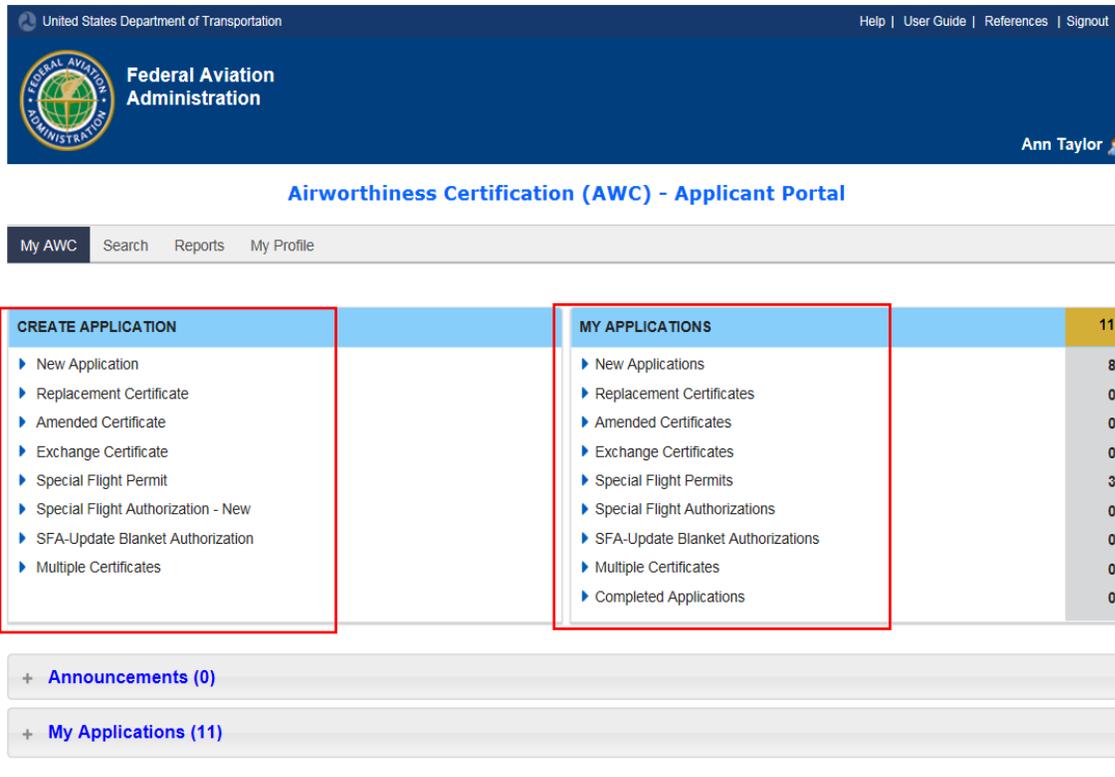


*Figure 5 AWC Applicant Dashboard*

# Help Tools

From your dashboard, and at any time during the application process, access help options from the upper right corner of the screen.

Choose **Help** for page-specific help, or choose to access the AWC **User Guide**. For links to helpful FAA information and documentation, select **References**.



*Figure 6 Help Links*