

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

OMB Control Number: 2120-0021 Expiration Date: 08/31/2025

## **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 are voluntary. Send comments regarding this burden estimate or any other aspect of 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 <u>https://iacra.faa.gov</u>.

Tear Off this cover before submitting form.



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

# **Privacy Act Statement**

Privacy Act Statement (5 U.S.C. § 552a(e)(3)):

Authority: The authorities for collecting information by the FAA Form 8710-1, Airman Certificate and/or Rating Application, is <u>49 U.S.C. 40113</u>, <u>44702</u>, <u>44703</u>, <u>44709</u>, <u>44710</u>, <u>44711(a)(2)</u> and <u>14 CFR Part 61</u>.

**Purpose**: The FAA Form 8710-1 collects the applicant's name, social security number (optional), date of birth, place of birth, address and certificate number. The principal purpose for collecting the information is to identify and evaluate your qualifications and eligibility for the issuance of an airman certificate and/or rating.

**Routine Uses**: The information collected by FAA Form 8710-1 is shared in accordance with the Privacy Act system of records notice (SORN) DOT/FAA 847 - Aviation Records on Individuals (89 75 FR 48956 - June 10, 2024).

**Disclosure**: Submission of this data is mandatory, except for the social security number, which is optional. However, an incomplete submission may result in delay in a response and/or an inability to process the application.

## 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 and/or rating 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 and/or rating for which you are applying. You also submit FAA Form 8710-1 with documentation to the Administrator to identify and validate flight instructor recent experience (recency). 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 and/or rating, or flight instructor recency:

- 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 and/or rating you are applying, or flight instructor recency information you are submitting, as applicable, 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 and/or rating, or flight instructor recency 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.) U.S. Department of Transportation Federal Aviation Administration

## Airman Certificate and/or Rating Application Instructions for Completing FAA Form 8710-1

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

**Note:** A person holding a flight instructor certificate also submits this form to the Administrator with documentation to identify and evaluate establishment of recent experience (recency). Please enter all dates in eight digits as MM/DD/YYY. Use numeric characters, (e.g. 01/01/2023).

**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." Indicate if 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 not transposed.

**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.
- 2. 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.

- 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/INDIVIDUAL'S CERTIFICATION.
  - A. Signature. Sign your name.
    - B. Date. The date you signed the application.

<b>W</b> U.S. Department of Transportation Federal Aviation Administration Airman Certificate and/or Rating Application																											
I. APPLICATION INFORMATION (Mark 'X' in all the blocks applicable to the certificate or rating for which you are applying or for the information you submit to validate certain certification requirements):																											
			ates	,						Ratings											tion/Requ	lests					
Pilot: Instructor: Category and/or Class:   Student Recreational Flight ASE AME   Private Commercial Ground Helicopter Balloor   ATP-Restricted ATP Type Rating:							ME L Balloon (						Initial   Reexamination   IPL     Recency   Reissuance   Instrument Proficiency Cl     Reinstatement   Flight Review   Medical Flight Test     Specify Other:   Limitation Removal														
A. Name	e (Last, First,	Midd	le)						Β.	SSN (US Onl	y)		C. Date of	Birth	MM/DD/YY)	D. Plac	ce of Bir	th (City and	l State) or (Ci	ty and Countr	y)						
E1. Residential Address (Including City, State, Zip Code, and Country)									E2. Mailing Address (This address will be printed on th permanent airman certificate, if different than block E1.)							F. Citizenship / Nationality USA G. Do you read, speak, write, & understand the English language?   H. Height [Lound] J. Hair Color											
Male Female													Female														
M. Do you hold, or have you ever held an FAA pilot certificate, including revoked certificates? M Yes No (Note: A student pilot certificate is a pilot certificate.)																				Date Issue							
N. Do you hold, or have you ever held a Medical Certificate? N1. Class of Certificate N2. Name of Medical Examiner N3. Date Issued N3. Date Issued																											
-	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? <i>Do not include alcohol offenses</i> O1. Date of Final Conviction <i>involving motor vehicle mode of transportation as those offenses are covered on the FAA Form 8500-8, Airman Medical Application Form.</i> Yes No												onviction														
II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF:																											
A Completion of Test or Activity 1. Aircraft to be used ( <i>If flight test required</i> ) 2. Total time in this aircraft and/or approved FFS or FTD ( <i>hours</i> ): a. Flight Time b. As Pilot-in-Command																											
U.S. Military 1. U.S. Military Service							2. Date Rated in U.S. Military											3. Rank or Grade									
	B Competence or Experience of which you have: 4. List Military aircraft a. logged pilot time or provided flight instruction (IP) (make and model) b. passed an Instrument Proficiency Check (Pilot or CFI) - (make and model) for which you have:																										
Graduate of an				ing Agen aining Cer		1a. I	Name		1b. Location (City and State)					1c. Certification Number 1d. Part 142? Yes							0						
С	Approved Course		2. Curr	iculum Fr	rom Which Graduated (Level, Category, and Class an							e Rating)			3. Date												
Holder of 1. Country that Issued the Foreign Pilot License 2. Grade of Foreign Pilot License 3. Foreign Pilot License N										se Numbe	er																
D	Foreign License			0		Ũ	Pilot Licer	ISE (FAA equ	ivalent	only – e.g. A	SEL, AN	IEL, Type rati	,			•											
E	Air Carrier Training Program			ne of Air C								2. Date	e Training	Bega	an 3.	Accon Initia		Training pgrade	Program Trans		Recurren	t					
III. REC	ord of F	PILC	T TIME	(Do not	write	e in th		areas)	1				· · · · - ·	T					Ni	imber of							
	Total		truction ceived	Solo	and	IC SIC	Cross Country Instruction Received	Cross Country Solo	Cross PIC/	Country SIC Inst	rument	Night Instruction Received	Night Take- Off / Landing	Ni PIC	ght S/SIC	IC Off/Landing PIC/SIC			Flights	Aero-Tows	Ground Launches	Powered Launches					
Airplanes					PIC	SIC			PIC	SIC				PIC	SIC	PIC	SIC	Gliders Lighter-than-	PIC Dual								
					PIC	SIC			PIC	SIC				PIC	SIC	PIC	SIC	air	Clar	s Totals							
Rotorcraf	t																		SEL	MEL	SES	MES					
					PIC	SIC			PIC	SIC				PIC	SIC	PIC	SIC		PIC	PIC	PIC	PIC					
Powered Lift																		Airplane	SIC	SIC	SIC	SIC Instruct Rovd					
					PIC	SIC														opter		plane					
Gliders																		Rotorcraft									
Lighter- Than-Air					PIC	SIC			PIC	SIC				PIC	SIC	PIC	SIC	Lighter-than- air	Bal	loon	Airs	ship					
FFS																		FFS	SE	ME	Helic	opter					
FTD																		FTD									
ATD																		ATD									
IV. Have	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? Yes No																										
	V. APPLICANT'S CERTIFICATION: I certify that all statements and answers provided by me on this form are complete and true to the best of my knowledge. I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me or to validate my recency. I have received the Pilot's Bill of Rights Written Notification of Investigation that accompanies this form. I have also read and understand the Privacy Act statement that accompanies this form.																										
Signatur	re of Appli	cant	/ Indivi	dual													Signature of Applicant / Individual Date										

			Instru	ctor Action							
Accepted Student Pilot App Flight Review		sonally reviewed the applicant's information and verified the person me t Proficiency Check Recommendation -		requirements and verified applicant nally instructed the applicant				Rejected Student Pilot Ap	plication		
Date	Authorized	Flight Instructor's Signature (Print Name and Sign)	Flight Instructor Certific	cate Nu	Imber			Recent Experience End Date			
The applicant has successf	fully completed		Agency's	Recommendation		se. and is re-	commen	ded for certificate	or rating with	out further practical test.	
Date Agency Name and Number Official Signature											
	5.										
I have personally I have personally Approved	reviewed this a reviewed this a tested and/or v d – Temporary (	applicant's pilot logbook and/or training record, and applicant's graduation certificate, and found it to b rerified this applicant in accordance with pertinent j I have personally delivered the W Certificate Issued (Original Attached)	nd I certify th be appropria procedures Vritten Notif	nat the individual meets t ate and in order, and hav and standards with the	Re the app ave retur result ir ot's Bill	ejected Stud plicable requ inned the cer indicated be of Rights to	dent Pilot uirements rtificate. ( elow. to the app	t Application s of 14 CFR Part 6 (Original ATP CTP gi <b>plicant.</b> approved – Disap	raduation certif	0 0	
Location of Test (Name of F	acility or Airport,	City, State)		Ground /	Oral	FFS / F		Flight			
Certificate or Rating Being	g Applied For (0	Grade, Category, Class and/or Type Rating)	Type(s)	Type(s) of Aircraft Used			Registra	ation Number(s)			
Date Exa	aminer's Signa	ature (Print Name & Sign)	Certificate Number				Designa	tion Number		Designation Expires	
Ground / Oral Approved FFS/FTD Check Aircraft Flight Check	k	Evaluator's Record (Use Inspector Examiner	e for All A 	TP Certificate(s) an Signature ar	1d/or T nd Certi	Type Ratin	<i>ıg(s))</i> ber			Date	
Advanced Qualification Pro	ogram										
indicated below. (The appr Approved - No Temp	roved box need Appr porary Certificat	accordance with <b>or</b> have otherwise verified that th d only checked if the Inspector is the one that issu <b>I have personally delivered the Wr</b> i roved – Temporary Certificate Issued (Original Atta te Issued Ar	nis applicant ued the temp itten Notific ached)	porary airman certificate	nt proce ie) s Bill of	edures, stan	the appl	licant. Driginal Attached)	Rejected -	- Student Pilot Application	
Location of Test (Name of F	acility or Airport,	City, State)				Ground	/ Oral	Duration of FFS / F	of Practical Te TD	est Flight	
Certificate or Rating Being	g Applied For (G	Grade, Category, Class and/or Type Rating)	d/or Type Rating) Type(s) of Aircraft Use				Registra	ation No.(s)			
Certification Activities: Examiner's Recommendati Accepted Rejecte Application for Student Pilo Reissue or exchange of pill Change of name, nationalit SIC Type Rating issued un	ed lot Certificate Acco ilot, CFI, or G.I. ce ity, or date of birth	Basic Basic Advanced artificate Instrument	sued		ent :		Military Compet Special medical to issuing medi	Qualification Critency Fo I test conducted lical office or AA eexamination (4	alification Criteria not Identified on Page 1 cy Foreign License st conducted – report forwarded I office or AAM-300 kamination (44709) conducted Disapproved		
Training Course (FIRC) Na	Training Course (FIRC) Name Graduation Certificate Number								Date of FIRO	C Graduation Certificate	
Date Ins	spector's Signat	ture (Print Name & Sign)				Certificate	Number		FAA Office (	(e.g. SO-15, WP-19)	
Attachments:		Airman's Identification (ID) (US driver's lice	oort recommended)	Арр	licant Info	ormatio	on (required if printed	d on 2 pages)			
Certifying Statement		Form of ID		Name	,						
College Transcript (Offi		ID Number (If issued by State, include State)		Date of Birth							
Knowledge Test Repor		Expiration Date (must be valid)		Certificate Number							
Temporary Airman Cer	rtificate	Telephone Number		E-Mai	E-Mail Address						
Notice of Disapproval Superseded Airman Ce		Meets Aviation English Language Standard Does Not Meet Aviation English Language Standard Referred to FSO for Aviation English Language REMARKS:									

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