

# NOTICE

U.S. DEPARTMENT OF TRANSPORTATION  
FEDERAL AVIATION ADMINISTRATION

N 8900.97

National Policy

Effective Date:  
10/28/09

Cancellation Date:  
10/28/10

**SUBJ:** New Section 61.73(g) That Allows Current and Former U.S. Military Instructor Pilots to Apply for an FAA Flight Instructor Certificate

---

**1. Purpose of This Notice.** This notice provides guidance to aviation safety inspectors (ASI) concerning the new Title 14 of the Code of Federal Regulations (14 CFR) part 61, § 61.73(g) that allows current and former U.S. military instructor pilots to apply for a Federal Aviation Administration (FAA) flight instructor certificate with the equivalent ratings.

**2. Audience.** The primary audience for this notice is Flight Standards District Office (FSDO) ASIs with oversight responsibilities for pilot and flight instructor certification, the FAA Airmen Registry, Airmen Certification Branch (AFS-760), and Airmen Testing Standards Branch (AFS-630). The secondary audience includes Flight Standards branches and divisions in the regions and in headquarters.

**3. Where You Can Find This Notice.** You can find this notice on the MyFAA Employee Web site at [https://employees.faa.gov/tool\\_resources/orders\\_notices](https://employees.faa.gov/tool_resources/orders_notices). Inspectors can access this notice through the Flight Standards Information Management System (FSIMS) at <http://fsims.avs.faa.gov>. Operators may find this information on the Federal Aviation Administration's Web site at <http://fsims.faa.gov>.

**4. Background.** On August 21, 2009, the FAA issued the "Pilot, Flight Instructor, and Pilot School Certification" final rule (74 FR 42500-42571, August 21, 2009). ASIs can retrieve and download this final rule at the following FAA Web site: [http://www.faa.gov/regulations\\_policies/rulemaking/recently\\_published/](http://www.faa.gov/regulations_policies/rulemaking/recently_published/).

**5. Policy.** Per § 61.73(g), the FAA may accept applications for a flight instructor certificate and appropriate ratings from current and former U.S. military instructor pilots or U.S. military pilot examiners who meet the eligibility requirements as set forth in § 61.73(g). The requirement for a U.S. military instructor pilot or U.S. military pilot examiner is the passing of the Military Competency Flight Instructor aeronautical knowledge test (Military Comp-Instructor knowledge test) when applying for a flight instructor certificate and appropriate ratings on the basis of § 61.73(g). The FAA does not require a U.S. military instructor pilot or U.S. military pilot examiner, who is applying for a flight instructor certificate and appropriate ratings on the basis of § 61.73(g), to take a practical test. The FAA does not require a U.S. military instructor pilot or U.S. military pilot examiner, who already holds an FAA flight instructor certificate issued under part 61 subpart H, to take the Military Comp-Instructor knowledge test. The FAA flight

instructor certificate issued under part 61 subpart H suffices for the aeronautical knowledge test. Additionally, U.S. military instructor pilots or U.S. military pilot examiners may apply for renewal of a flight instructor certificate on the basis of the new § 61.197(a)(2)(iv).

**6. FAA Flight Instructor Certificate Eligibility Requirements.** For a current U.S. military instructor pilot or pilot examiner, or a former U.S. military instructor pilot or pilot examiner, to apply for a flight instructor certificate under the provision in § 61.73(g), the applicant must provide the following documents to a FSDO or examiner:

**a. Knowledge Test Report.** A knowledge test that shows: (1) the applicant passed a Military Comp-Instructor knowledge test on the aeronautical knowledge areas listed under § 61.185(a) that are appropriate to the flight instructor rating sought and (2) the applicant passed the knowledge test within the 24 calendar-months preceding the month of application. If the U.S. military instructor pilot or pilot examiner already holds a flight instructor certificate, the FAA can accept that flight instructor certificate in lieu of the knowledge test report (see § 61.73(g)(3)(i)).

**b. Current or Past Qualification Document.** An official U.S. Armed Forces record or order documenting the individual's current or past qualification as a U.S. Armed Forces military instructor pilot or pilot examiner for the flight instructor rating sought.

**c. Training Course Completion/Aircraft Rating Qualification Document.** An official U.S. Armed Forces record or order documenting the individual's completion of a U.S. Armed Forces instructor pilot or pilot examiner training course and receipt of an aircraft rating qualification as a military instructor pilot or pilot examiner that is appropriate to the flight instructor rating sought.

**d. Proficiency Check Document.** An official U.S. Armed Forces record or order documenting that the individual passed a U.S. Armed Forces instructor pilot or pilot examiner proficiency check in an aircraft as a military instructor pilot or pilot examiner that is appropriate to the flight instructor rating sought.

**7. FAA Flight Instructor Certificate Renewal Eligibility Requirements.** A U.S. military instructor pilot or U.S. military pilot examiner who applies for renewal of a flight instructor certificate under the provisions of § 61.197(a)(2)(iv) must provide evidence of completion of an official U.S. Armed Forces military instructor pilot or military pilot examiner proficiency check within the 12 calendar-months preceding the month of application as an alternative method for renewing a flight instructor certificate and ratings. The FAA is offering this provision only to current U.S. military instructor pilots and current U.S. military pilot examiners. Former U.S. military instructor pilots and military pilot examiners, who have left the military more than 12 calendar-months prior to the month of application, would not have completed an official U.S. military instructor pilot/examiner proficiency check within the preceding 12 calendar-months. Therefore, the flight instructor renewal provision of § 61.197(a)(2)(iv) is only offered to U.S. military instructor pilots and military pilot examiners who can show evidence of having completed an official U.S. military instructor pilot/examiner proficiency check within the preceding 12 calendar-months prior to the month of application. The FAA will require former U.S. military instructor pilots and military pilot examiners who left the military

more than 12 calendar-months ago to comply with the other renewal requirements of § 61.197(a).

**8. Procedures for Conversion of U.S. Military Instructor Pilot Qualification to an FAA Flight Instructor Certificate.** Per § 61.73(g), current U.S. military instructor pilots or U.S. military pilot examiners and former U.S. military instructor pilots or pilot examiners may apply for and be issued a flight instructor certificate with the appropriate ratings.

**a. Time Limit.** There is no time limit on being a “current” or “former” U.S. military instructor pilot or pilot examiner to apply for and be issued a flight instructor certificate with the appropriate ratings.

**b. MCI Knowledge Test.** The FAA requires a U.S. military instructor pilot to only pass the MCI knowledge test when applying for a flight instructor certificate and appropriate ratings on the basis of § 61.73(g).

**c. Practical Test.** The FAA does not require a U.S. military instructor pilot to take a practical test when applying for a flight instructor certificate and appropriate ratings on the basis of § 61.73(g).

**d. Flight Instructor Certificate.** The FAA does not require a U.S. military instructor pilot who already holds an FAA flight instructor certificate issued under part 61 subpart H to take the MCI knowledge test. The FAA will accept the flight instructor certificate issued under part 61 subpart H in lieu of the aeronautical knowledge test (see § 61.73(g)(3)(i)).

**e. Sections 61.73 or 61.197.** Designated Pilot Examiners (DPE), Military Competency Examiners (MCE), and Military Competency/Foreign Pilot Examiners (MC/FPE), in addition to ASIs and aviation safety technicians (AST), may accept applications for a flight instructor certificate from U.S. military instructor pilots and U.S. military pilot examiners who apply for an initial, or renewal, flight instructor certificate under the provisions of § 61.73(g) or § 61.197(a)(2)(iv), as appropriate. However, DPEs, MCEs, and MC/FPEs must receive § 61.73(g) training from the supervising FSDO prior to receiving authorization to issue flight instructor certificates to U.S. military instructor pilots and U.S. military pilot examiners.

**9. MCI Knowledge Test.** The MCI knowledge test consists of 125 questions that cover the following subject areas (see § 61.185(a)):

**a. Instruction Fundamentals.** The fundamentals of instructing, including:

- (1) The learning process,
- (2) Elements of effective teaching,
- (3) Student evaluation and testing,
- (4) Course development,
- (5) Lesson planning, and

(6) Classroom training techniques.

**b. Recreational/Private/Commercial Pilot Certificate.** The aeronautical knowledge areas for a recreational, private, and commercial pilot certificate applicable to the aircraft category for which flight instructor privileges are sought.

**c. Instrument Rating.** The aeronautical knowledge areas for the instrument rating applicable to the category for which instrument flight instructor privileges are sought.

**d. Questions and Breakdown.** The number of questions and breakdown of the MCI knowledge test will consist of:

(1) Fundamentals of instructing (50 questions).

(2) Part 61 requirements as they apply to flight instructors, student pilots, and certificate/rating applicants (i.e., endorsements, training requirements, limitations, certificate/rating requirements, etc.) (60 questions).

(3) Attitude flying and basic flight instruments, from certified flight instructor-instrument (CFII) question bank (15 questions).

**10. FAA Orders 8900.1 and Order 8900.2.** This is a special emphasis notification. Flight Standards Service (AFS) will incorporate the information in this notice into the next update to FAA Orders 8900.1, Flight Standards Information Management System (FSIMS), and 8900.2, General Aviation Airman Designee Handbook. This update will include:

- Adding a new subparagraph E to FAA Order 8900.1, Volume 5, Chapter 2, Section 11, paragraph 5-500.
- Changing the section title of FAA Order 8900.1, Volume 5, Chapter 2, Section 15.
- Adding a new subparagraph 4) to FAA Order 8900.1, Volume 5, Chapter 2, Section 15, paragraph 5-618A.
- Adding a new subparagraph H to FAA Order 8900.1, Volume 5, Chapter 2, Section 15, paragraph 5-618.
- Adding a new subparagraph I to FAA Order 8900.1, Volume 5, Chapter 2, Section 15, paragraph 5-618.
- Adding a new subparagraph J to FAA Order 8900.1, Volume 5, Chapter 2, Section 15, paragraph 5-618.
- Revising FAA Order 8900.2, Chapter 7 to paragraph 100, adding a new subparagraph c on page 7-131.
- Revising FAA Order 8900.2, Chapter 7 to paragraph 103, adding a new subparagraph h on page 7-135.

- Revising FAA Order 8900.2, Chapter 7 to paragraph 104, adding a new subparagraph e on page 7-136.
- Revising FAA Order 8900.2, Chapter 7 to paragraph 127, pages 7-155 and 7-156.

**11. Disposition.** AFS will permanently incorporate the information in this notice into FSIMS before this notice expires. Direct questions concerning this notice to John D. Lynch, Certification and General Aviation Operations Branch (AFS-810), at (202) 267-3844; e-mail: john.d.lynch@faa.gov.

ORIGINAL SIGNED BY

John M. Allen  
Director, Flight Standards Service

**Appendix A. Sample Areas I and II of FAA Form 8710-1**

The applicant will need to complete the following:

**a. Area I.** The applicant will check the “Flight Instructor” box and the “Initial” or “Renewal” or “Reinstatement” box, as appropriate.

**b. Area IIB.** The applicant will check the box for “Military Competence Obtained In” and complete items 1 through 4b, as indicated below:

(1) “1. Service” Box. The applicant should list either U.S. Army, U.S. Navy, U.S. Air Force, U.S. Marine Corp, U.S. Coast Guard, as appropriate.

(2) “2. Date Rated” Box. This is the date rated as a Military Instructor Pilot/Standardization Evaluation Pilot.

(3) “3. Rank or Grade and Service Number” Box. The applicant only needs to report his/her rank or grade. The service number is normally the military person’s social security number and we no longer require the reporting of social security numbers.

(4) “4a. Flown 10 Hours PIC in Last 12 Months in the Following Military Aircraft” Box. The applicant should cross this out and write in “U.S. Military IP in the following military aircraft” and list the aircraft.

(5) “4b. U.S. Military PIC & Instrument Check in Last 12 Months (List Aircraft)” Box. The applicant should cross this out and write in “CFI rating(s) being applied for on the basis of U.S. military IP qualification.”

I Application information for	
<input checked="" type="checkbox"/>	Flight Instructor <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Renewal <input type="checkbox"/> Reinstatement

II. Certificate or rating applied for on the basis of:		
--	--	--

<input checked="" type="checkbox"/> B. Military Competence Obtained In	1. Service U.S. Army	2. Date Rated May 15, 1973	3. Rank or Grade and Service Number Captain
	<del>4a. Flown 10 Hours PIC in Last 12 Months in the Following Military Aircraft</del> U.S. Military IP in the following military aircraft UH-60	<del>4b. US Military PIC &amp; Instrument Check in Last 12 Months (List Aircraft)</del> CFI rating(s) being applied for on the basis of U.S. military IP qualification Rotorcraft Helicopter and Instrument Helicopter	