

CHAPTER 11. CONDUCT AN AIRLINE TRANSPORT PILOT CERTIFICATION, INCLUDING ADDITIONAL CATEGORY/CLASS RATINGS AT THE AIRLINE TRANSPORT CERTIFICATION LEVEL

SECTION 1. BACKGROUND

1. OBJECTIVE. The objective of this task is to determine whether an applicant meets the requirements for certification as an airline transport pilot (ATP) under Title 14 of the Code of Federal Regulations (14 CFR) part 61, subpart G. Completion of this task results in the issuance of Federal Aviation Administration (FAA) Form 8060-4, Temporary Airman Certificate; FAA Form 8060-5, Notice of Disapproval of Application; a letter of aeronautical competency; or a letter of discontinuance.

2. GENERAL. An applicant for an ATP certificate must meet all applicable requirements of 14 CFR part 61, subpart G.

A. Pilot Logbooks/Records. The examiner reviews the applicant's pilot logbook and/or reliable and acceptable records to determine that the applicant possesses the appropriate aeronautical experience required by part 61, subpart G. If the applicant does not meet the International Civil Aviation Organization (ICAO) requirement, the examiner will place the endorsement "HOLDER DOES NOT MEET THE PILOT-IN-COMMAND AERONAUTICAL EXPERIENCE REQUIREMENTS OF ICAO" on FAA Form 8060-4 (see part 61, § 61.159(d)). Official military flight time records may be used if the records meet the criteria of § 61.73(h) and the examiner can determine the applicant's flight time meets the appropriate aeronautical experience requirements of part 61, subpart G.

B. Second-in-Command (SIC) Time. The examiner shall ensure that SIC time credited toward the ATP certification requirements was accrued in an aircraft that required more than one pilot per § 61.51(f).

C. Approved School Graduate. An applicant who applies for the ATP certificate on the basis of graduation from an approved part 141 pilot school must present an appropriate graduation certificate issued within the preceding 60 days.

D. Expired Knowledge Test Report. An applicant who is applying for an aircraft type rating to be added to an ATP certificate or an aircraft type rating concurrently with an ATP certificate may take the practical test with an expired knowledge test report provided the applicant is employed as a flight crewmember:

(1) By a certificate holder under 14 CFR parts 121, 125, or 135 at the time of the practical test and has satisfactorily accomplished the operator's approved pilot-in-command (PIC) aircraft qualification training program that is appropriate to the certificate or rating sought, or

(2) In U.S. military air transport operations at the time of the practical test, and has accomplished the PIC aircraft qualification training program that is appropriate to the certificate and rating sought.

3. INSTRUCTOR ENDORSEMENT AND RECOMMENDATION.

A. Flight Instructor Endorsement. An applicant for a type rating to be added to an existing ATP certificate or for the original issuance of an ATP certificate in an airplane requiring a type rating must have an endorsement in his or her logbook or training record (per § 61.157(b)(2)) from an authorized instructor certifying completion of the training required by § 61.157(e).

NOTE: FAA Form 8710-1, Airman Certificate and/or Rating Application, does not require instructor endorsement or instructor recommendation.

(1) The training required by § 61.157(e) may be conducted by instructors in an approved training program under parts 121 or 135 for pilot employees of those air carriers.

(2) Under the provisions of § 61.167, the holder of an ATP certificate may train other pilots in air

transportation service. The ATP certificate holder must hold the appropriate aircraft category, class, and type rating, if applicable. The ATP certificate holder need not hold a flight instructor certificate. However, to provide training under the provisions of § 61.167, both the holder of the ATP certificate and the applicant must be pilot employees of that air carrier and the training must be conducted in an approved training program under parts 121 or 135, as appropriate.

B. Instructor Recommendation. The Instructor's Recommendation section on the FAA Form 8710-1 application need not be signed for the original issuance of an ATP certificate; however, in the case of a failure of the practical test, the applicant must obtain an instructor's recommendation. (See § 61.49(a).)

(1) The recommending instructor for a retest must hold an instrument instructor rating and the appropriate aircraft category and class ratings for the aircraft to be used for the test.

(2) The instructor does not have to hold an ATP certificate.

(3) An instrument instructor rating is not necessary if the practical test is for visual flight rules (VFR) privileges only. (See § 61.157(b)(3).)

(4) The instructor who provides the training is not required to hold a flight instructor certificate if the training was conducted in an approved training program under parts 121 or 135, as appropriate, and both the instructor and the applicant are employed by the same air carrier in air transportation service. (See § 61.167(b)(1).)

(5) The instructor endorsement required to show completion of the training, required by § 61.157(e), for a type rating to be added to an existing ATP certificate or for the original issuance of an ATP certificate in an airplane category requiring a type rating may be in the form of a logbook endorsement or an endorsement in the applicant's training record. (See § 61.157(b)(2).)

C. Evaluator's Record. On FAA Form 8710-1, the section noted as "Evaluator's Record (Use for ATP Certificate and/or Type Ratings)" must be signed and dated by the examiner on the appropriate lines for each test segment conducted. The examiner must also complete the Designated Examiner or Airman Representative Report section.

D. Logbook Endorsements. An applicant for a type rating to be added to an existing ATP certificate or for the original issuance of an ATP certificate in an aircraft requiring a type rating must have an endorsement in his or her logbook or training record from an authorized instructor certifying completion of the training required by § 61.157(e).

(2) An applicant who fails a practical test may reapply after receiving the necessary training and logbook endorsement from an authorized instructor.

4. CATEGORY, CLASS, AND TYPE RATINGS.

The category and class rating(s) for which the applicant has qualified on the original or subsequent ATP practical tests are entered on the ATP certificate. Recreational, private, and commercial category and class ratings may not be upgraded to the ATP level without a practical test.

A. Type Ratings. Type rating tests are conducted to a single standard (i.e., at the ATP certification level) for all grades of pilot certificate. Therefore, except as noted in subparagraphs (2) and (3) below, all of the type ratings shown on the superseded certificate within category and class are brought forward to the higher grade of certificate. If a type rating on the superseded certificate is limited to VFR, that limitation is carried forward to the new certificate. (Type ratings limited to VFR may be upgraded to the ATP level.)

(1) Military pilots or former military pilots applying under the provisions of § 61.73(g) who hold an ATP certificate may request that an aircraft type rating be placed on their ATP certificate provided the pilot holds an aircraft category and class rating at the ATP certification level that is appropriate to the type rating sought.

(2) A type rating for a single-place (single pilot station) airplane may not be upgraded to the ATP certificate level.

(3) Except for type ratings and, under some circumstances, the instrument rating, other ratings indicated on the superseded pilot certificate are carried forward at the commercial, private, or recreational level.

(4) Instrument rating privileges are shown on the ATP certificate only when the applicant retains instrument privileges that were held on the superseded certificate for a category of aircraft other than the one used for the ATP practical test. (See Figure 11-1.)

B. Airplane Class Ratings. With the exception of the powered-lift rating, a class rating is placed on the ATP certificate. The following class ratings are issued or added to an ATP certificate:

- (1) SINGLE-ENGINE LAND.
- (2) MULTIENGINE LAND.
- (3) SINGLE-ENGINE SEA.
- (4) MULTIENGINE SEA.

C. Rotorcraft Class Ratings.

(1) An ATP certificate with a rotorcraft category rating is issued only with the helicopter class rating.

(2) A gyroplane class rating may be added to an ATP certificate at the recreational, private, or commercial pilot privileges only.

D. Powered Lift Category Rating. Only the powered lift category rating is added to an airline transport pilot certificate to read: POWERED-LIFT.

E. Addition of Lighter-than-Air and Glider Class Ratings. When a lighter-than-air or glider category rating is being added to an existing ATP certificate, the rating may only be added at the private or commercial pilot certification level, as appropriate to the practical test accomplished. There is no provision for the original issuance of an ATP certificate with a lighter-than-air or glider category rating.

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SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 61, subpart G, familiarity with the ATP and Type Rating PTS, and designation as an airline transport pilot examiner (ATPE) in the appropriate category, class, and type (if applicable) of aircraft.

B. Coordination. This task requires coordination with the supervising FSDO.

2. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- Title 14 CFR parts 61, 91, and 141
- FAA-S-8081-5, Airline Transport Pilot and Type Rating Practical Test Standards

B. Forms.

- FAA Form 8060-4, Temporary Airman Certificate
- FAA Form 8060-5, Notice of Disapproval of Application
- FAA Form 8710-1, Airman Certificate and/or Rating Application
- FAA Form 8500-9, Medical Certificate _____ Class

C. Job Aids.

- Figure 11-1, ATP Certificate with Instrument Privileges Shown

3. PROCEDURES.

A. Schedule Appointment. Advise the applicant to bring the following documents and records to the appointment:

(1) Form 8710-1, which must be completed in ink or typewritten and signed by the applicant. Per 14 CFR § 61.39(a)(7), the applicant must complete

Section III, Record of Pilot Time. As a special emphasis item, the examiner must review the applicant's aeronautical experience recorded on FAA Form 8710-1 and in the applicant's logbook/training record to ensure compliance with the appropriate aeronautical experience requirements for the certificate and/or rating sought.

(a) In Section III on FAA Form 8710-1, Airman Certificate and/or Rating Application, the applicant must list at least the aeronautical experience required for the airmen certificate and rating sought. Graduates of part 141 Pilot Schools or part 142 Training Centers must provide their aeronautical experience in Section III on FAA Form 8710-1 even though the graduation certificate is evidence of having completed the course of training.

(b) If aeronautical experience has no bearing on the airman certification action being sought, it is not necessary for an applicant to complete Section III on FAA Form 8710-1. For example, flight instructor renewal applications, flight instructor reinstatement applications, ground instructor qualification applications, and pilot type rating applications would be applications where aeronautical experience would not have a bearing on the airmen certification action and thus the applicant would not be required to complete Section III of FAA Form 8710-1. However, all applicants are encouraged to complete Section III on FAA Form 8710-1. FAA Form 8710-1 remains on file with the FAA and can be used to substantiate past aeronautical experience if a person were to lose their logbook.

(2) At least a commercial pilot certificate and an instrument rating, as permitted by § 61.153(d)(2) or (3).

(3) At least a current third-class medical certificate FAA Form 8500-9.

(4) The airline transport certificate knowledge test report, if applicable.

(5) An FAA-approved pilot school graduation certificate, if applicable.

(6) A pilot logbook or other acceptable and reliable record(s) as evidence of having met the required aeronautical experience for the certificate and rating

sought and to substantiate the aeronautical experience shown on FAA Form 8710-1.

(7) The aircraft maintenance records.

(8) The aircraft airworthiness certificate.

(9) The aircraft registration.

(10) The FCC aircraft station license, if applicable.

(11) An acceptable form of photo identification.

B. Applicant Arrives for Appointment. Collect and review the documents and records listed in paragraph 3A(1) through (11).

C. Review Application. Verify that the information on FAA Form 8710-1 is accurate, legible, and complete.

(1) In Section I on the form, ensure that the applicant has checked "Airline Transport." If the applicant is seeking an additional airplane rating, ensure that the applicant has checked "Additional Aircraft Rating."

(2) Ensure that the remainder of the form is completed in accordance with (IAW) the instructions attached to the form and the information provided in chapter 5, section 1, paragraph 22.

(3) If this is a retest, ensure that an instructor has signed the Instructor's Recommendation section on the reverse side of the form.

D. Verify Applicant's Identity. Inspect acceptable forms of identification to establish the applicant's identity IAW the procedures described in chapter 5, section 1, paragraph 20.

(1) Compare the identification with the personal information provided on FAA Form 8710-1.

(2) When the applicant's identity is verified, continue with the practical test.

(3) If the applicant's identity cannot be verified because of lack of identification or inadequate identification, explain what types of identification are acceptable. Advise the applicant to return with appropriate identification.

(4) If the applicant's identity appears to be different from the information supplied on FAA Form 8710-1, or it appears that an attempt at falsification has been made, discontinue the task and immediately report the matter to the Flight Standards District Office (FSDO).

E. Establish Eligibility. Determine that the applicant meets the specific eligibility, aeronautical knowledge, aeronautical experience, and aeronautical skill requirements for certification as an ATP (§§ 61.153, 61.155, 61.157, 61.159, 61.161, 61.163, or 61.165).

(1) If the applicant cannot read, speak, write, or understand English, then the pilot/instructor certification process should be terminated unless the reason is because of a medical disability. If the reason for the applicant not being able to read, speak, write, and understand English is because of a medical disability (meaning a hearing impairment or speech impairment that is medically substantiated by a certified medical physician), then an operating limitation may be placed on the person's pilot/instructor certificate. A medical disability of this kind may require an operating limitation be placed on the person's pilot certificate that prohibits the pilot from operating in airspace that requires the use of communication radios. However, as a matter of clarification, this limitation would not necessarily prohibit a pilot from operating in airspace that requires the use of communication radios if the pilot has received prior authorization from the jurisdictional air traffic facility where the flight is being conducted, and the pilot is able to receive instructions from that air traffic facility via light signals or some other form of electronic means of communication.

(2) Determine that the applicant meets one of the following requirements:

(a) Holds at least a commercial pilot certificate and an instrument rating;

(b) Holds a foreign ATP or commercial license and an instrument rating without limitations, issued by an ICAO member state; or

(c) Is a pilot in the Armed Forces of the United States whose military experience qualifies that pilot for a commercial pilot certificate and an instrument rating under § 61.73.

(3) If the applicant is applying for an additional rating, determine that the applicant holds the required ATP certificate.

(4) If the applicant's medical certificate or Statement of Demonstrated Ability (SODA), if any, bears any limitation that would make a special medical flight test necessary, refer the applicant to the FSDO.

(5) If the applicant is applying for a test on the basis of graduation from an approved pilot school, inspect the applicant's graduation certificate to verify that the applicant is in compliance with the requirements of § 61.71.

(6) Examine the applicant's logbook and/or other reliable record(s) to verify that all aeronautical knowledge, aeronautical experience, and required instructor endorsements (see section 1, paragraph 3D of this chapter) are recorded. Review the applicant's logbook or other records to determine whether an ICAO limitation will be necessary upon the satisfactory completion of the practical test. Ensure that the record of aeronautical experience in Section III of FAA Form 8710-1 reflects the appropriate aeronautical experience. If necessary, pen-and-ink changes in the top or bottom half of the boxes provided on the form may be made. The applicant may also list the required flight experience, certified by the applicant's signature, on a separate sheet of paper which is attached to FAA Form 8710-1.

(7) Ensure that the SIC pilot time credited by a commercial pilot under the provisions of § 61.159(c) was acquired in an aircraft with a type certificate that requires an SIC or during flight operations in which the regulations require an SIC.

(8) Review Section IV (*i.e.*, "Have you failed a test for this certificate or rating?") on the applicant's FAA Form 8710-1 to determine whether the applicant has previously failed the ATP practical test. If the oral, simulator, and/or flight portions of the test were separate, the test completion dates should not exceed a 60-day time period.

(9) Examine the applicant's knowledge test report or the test report from an approved school with knowledge test examining authority.

F. Requirements for an Additional Category Rating. For an additional category rating, the applicant must

present a logbook or other records showing that the applicant has received instruction in that category of aircraft and has met all of the requirements of § 61.165, as appropriate. A knowledge test is required for an additional category rating.

G. Aircraft Requirements. The applicant will review the aircraft maintenance records, logbooks, airworthiness certificate, and aircraft registration for the purpose of demonstrating aeronautical knowledge about how to determine whether an aircraft is airworthy and suitable for flight.

H. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, the Examiner will return the FAA Form 8710-1 and all submitted documents to the applicant. The Examiner will inform the applicant of discrepancy and explain how and what needs correcting. The Examiner and applicant should agree to a mutually agreeable reschedule date for another appointment.

I. Conduct the Practical Test. After determining that the applicant is eligible and meets all prerequisites for the certificate and/or rating sought, accept FAA Form 8710-1 and conduct the practical test IAW the ATP and Type Rating PTS and chapter 5. If a type rating is sought, refer to chapter 12.

(1) *Practical Test Not Completed for Reasons Other Than Unsatisfactory Performance.* Issue a letter of discontinuance to the applicant (reference chapter 5, section 2, paragraph 3C).

(2) *Unsatisfactory Performance.* If the applicant does not meet the applicable standards for the certificate sought, inform the applicant of the reasons for the unsatisfactory performance.

(a) Prepare FAA Form 8060-5 IAW the guidance in chapter 5, section 1, paragraph 27.

(b) Sign, date, and check the appropriate boxes on the form. Give the applicant a copy of the notice of disapproval and retain the original for the certification file.

(c) Retain FAA Form 8710-1 and return all other submitted documents to the applicant.

(d) Sign an entry in the applicant's records after the practical test. That entry must show the type of

test, the duration of the flight portion, the unsatisfactory outcome of the test, and the examiner's designation number.

(3) *Satisfactory Performance.* When the applicant has satisfactorily met all requirements for the certificate and/or rating sought, prepare FAA Form 8060-4 IAW the guidance in chapter 5, section 1, paragraph 25.

(a) Enter the correct limitations, if appropriate.

i. Enter "HOLDER DOES NOT MEET THE PILOT-IN-COMMAND AERONAUTICAL EXPERIENCE REQUIREMENTS OF ICAO" provided the applicant meets the requirements of § 61.159(d).

ii. A designated pilot examiner (DPE) may remove the limitations listed in subparagraph K(1)(a) when the applicant presents satisfactory evidence that the applicant has met the appropriate aeronautical experience requirements.

iii. The limitation "NOT VALID FOR FLIGHTS REQUIRING THE USE OF ENGLISH" may be placed on an ATP certificate if the applicant is unable to meet the requirements of § 61.153(b) due to medical reasons.

iv. Type rating designators for airplanes and rotorcraft are listed in AC 61-89, Pilot Certificates: Aircraft Type Ratings.

(b) Verify that all information on the temporary airman certificate is correct. Sign the temporary airman certificate and direct the applicant to sign line VII of the form.

(c) Retain the original for the certification file and give the applicant the copy of the temporary airman certificate.

J. Complete the Certification File. Complete the certification file IAW the guidance in chapter 5, section 1, paragraph 23.

(1) Ensure that both the Designated Examiner's or Airman Certification Representative Report and the Evaluator's Record sections of FAA Form 8710-1 are completed.

(2) If the applicant qualified for the ATP practical test on the basis of military competence or a foreign-pilot license and did not have a U.S. commercial pilot certificate, ensure that block A and block B or block D, as appropriate, of Section II on FAA Form 8710-1 are correctly completed to indicate why a commercial pilot certificate is not attached to the file.

(3) Mail the completed certification file to the supervising FSDO no later than 5 days after the completion of the test.

(4) Sign an entry in the applicant's records after the practical test. That entry must show the type of test, the duration of the flight portion, the successful outcome of the test, and the examiner's designation number.

(5) Airman Certification and/or Rating Application (ACRA) files may be sent directly to the FAA Airmen Certification Branch, AFS-760.

4. TASK OUTCOMES. Completion of this task results in the issuance of a temporary airman certificate, a notice of disapproval of application, or a letter of discontinuance.

5. FUTURE ACTIVITIES.

A. The applicant may return for an added category, class, or type rating.

B. The applicant may return for an initial or additional type rating.

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