Suggestions for pilots having trouble registering in the PRD
9/13/2022

This document provides suggestions for common reasons pilots have trouble registering for a Pilot Role in the Pilot Records Database (PRD). If you have been instructed to release your record to an employer via the PRD, but are unable to do so because of registration issues, you can complete FAA Form 8060-14 to release your records. However, it is always better if the pilot can access the PRD directly. For additional help, contact prdsupport@faa.gov.

1. Please verify the information you are inputting into the system matches what can be found in the FAA public records: https://amsrvs.registry.faa.gov/airmeninquiry/Main.aspx. Pay close attention to the medical information and to the date of issue corresponding with an ATP, Commercial, or Remote certificate.

2. If your last name on the PRD registration screen doesn't exactly match the last name shown in step 1, you may be able to edit your last name for MyAccess here: https://myaccessreg.faa.gov/profile/

3. You must hold a valid Remote, Commercial, or Airline Transport Pilot Certificate as well as a valid FAA medical to participate in the PRD system.

4. If you do hold a current FAA medical and certificate but it's not showing in step 1, contact the FAA Airman Registry to have your records updated in their database. PRD only displays the information contained in that system so we (the PRD group) can't update your information. You can contact them via this web site: https://www.faa.gov/licenses_certificates/airmen_certification/contact_airmen_certification/

5. If you recently obtained a new FAA medical or pilot certificate, that new item will not be reflected in the PRD until it is processed by Airman Registry. This could be up to 120 days but is often much sooner. You can see what dates are being processed from this web page: https://www.faa.gov/licenses_certificates/airmen_certification/