TRUST Test Administrator Application Checklist

The Recreational UAS Safety Test (TRUST)

February 2021

<div align="center">**TEST ADMINISTRATOR APPLICATION CHECKLIST**</div>

This document applies to entities or individuals wanting to become an FAA Approved Test Administrator (TA) of The Recreational UAS Safety Test (TRUST). It provides an overview of the specific requirements TA TRUST applicants must meet.

TA TRUST applicants are advised that they should read this document in its entirety prior to submitting an application package.

Applications must be submitted via email to: 9-AVS-RecFlyer-Test-Admin@faa.gov and include the following attachments:

- Completed Test Administrator Application Checklist
- TA-signed Memorandum of Agreement
- Documentation which shows their LMS to be SCORM 1.2 compliant
- Supporting information indicating the TA's ability to administer the TRUST electronically
- Supporting information indicating the TA's ability to manage token numbers in accordance with the Operating Rules
- Supporting information showing the TA's market reach for TRUST deployment

Test Administrator Application Checklist:

This completed checklist must be included along with any other required documentation as part of a complete Test Administrator initial application.
Only answer "Yes" if the requirement is fully and strictly met.

#	Test Administrator Application Checklist	
1	Test Administrator Name: _____ Address: _____ City: _____ State: _____ Zip: _____	N/A
2	Point of Contact Information. Name: _____ Phone: _____ Email: _____	N/A
3	Website address: _____ (parent website which will host the TRUST)	N/A
4	Learning Management System: _____ Is LMS SCORM 1.2 compliant? (must provide supporting documentation to the FAA)	□ YES □ NO
5	Does the TA have the capability to generate, issue, and send token information to the FAA per the Operating Rules? (must provide supporting information to the FAA for validation)	□ YES □ NO
6	Has the TA clearly defined their anticipated market reach for TRUST?	□ YES □ NO
7	TA has reviewed and understands all information on the Test Administrator website.	□ YES □ NO
8	TA has reviewed and understands the Operating Rules.	□ YES □ NO
9	TA has signed the Memorandum of Agreement.	□ YES □ NO
10	FAA TA Initial Application Checklist review complete. _____ FAA Signature	N/A

Submit completed application checklist (including any attachments) to: 9-AVS-RecFlyer-Test-Admin@faa.gov.