

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

# **Paperwork Reduction Act Statement**

The information collected on this form is necessary to determine applicant eligibility for airman ratings. We estimate it will take 30 minutes to complete this form. Please note that an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number associated with this collection is 2120-0021, and its expiration date is August 31, 2019. Comments concerning the accuracy of this burden and suggestions for reducing the burden should be directed to the FAA at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

# 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 https://iacra.faa.gov.

Tear off this cover before submitting form

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#### AIRMAN CERTIFICATE AND/OR RATING APPLICATION

PRIVACY ACT STATEMENT: This statement is provided pursuant to 5 U.S.C. § 552(a):

The authority for collecting this information is contained in 49 U.S.C. §§ 40113, 44702, 44703, 44709, 44710, 44711 (a)(2) and 14 CFR Part 61. The principal purpose for which the information is intended to be used is to identify and evaluate your qualifications and eligibility for the issuance of an airman certificate and/or rating. Submission of the data is mandatory, except for the applicant's social security number which is optional. Failure to provide all required information will result in the FAA being unable to issue you a certificate and/or rating. The information collected on this form will be included in a Privacy Act System of Records known as DOT/FAA 847, titled "Aviation Records on Individuals" and will be subject to the routine uses published in the System of Records Notice for DOT/FAA 847 (see www.dot.gov/privacy/privacyactnotices), including:

- (a) Providing basic airmen certification and qualification information to the public upon request. Examples of basic information include:
  - The type of certificate(s) and/or rating(s) held, limitations, date of issuance and certificate number;
  - The status of the airman's certificate (i.e., whether it has been amended, modified, suspended or revoked for any reason);
  - The airman's home address, unless requested by the airman to be withheld from public disclosure per 49 U.S.C. 44703(c);
  - Information relating to an airman's physical status or condition used to determine statistically the validity of FAA
    medical standards, the date, class, and restrictions of the latest physical;
  - Information relating to an individual's eligibility for medical certification, requests for exemption from medical requirements, and requests for review of medical certificate denials.
- (b) Using contact information to inform airmen of meetings and seminars conducted by the FAA regarding aviation safety.
- (c) Disclosing information to the National Transportation Safety Board in connection with its investigation responsibilities.
- (d) Providing information about airmen to Federal, State, local and tribal law enforcement agencies when engaged in an official investigation in which an airman is involved.
- (e) Providing information about enforcement actions, or orders issued thereunder, to Federal agencies, the aviation industry, and the public upon request.
- (f) Making records of delinquent civil penalties owed to the FAA available to the U.S. Department of the Treasury and the U.S. Department of Justice (DOJ) for collection pursuant to 31 U.S.C.3711(g).
- (g) Making records of effective orders against the certificates of airmen available to their employers if the airmen use the affected certificates to perform job responsibilities for those employers.
- (h) Making airmen records available to users of FAA's Safety Performance Analysis System (SPAS), including the Department of Defense Commercial Airlift Division's Air Carrier Analysis Support System (ACAS) for its use in identifying safety hazards and risk areas, targeting inspection efforts for certificate holders of greatest risk, and monitoring the effectiveness of targeted oversight actions.
- (i) Making records of an individual's positive drug test result, alcohol test result of 0.04 or greater breath alcohol concentration, or refusal to submit to testing required under a DOT-required testing program, available to third parties, including current and prospective employers of such individuals. Such records also contain the names and titles of individuals who, in their commercial capacity, administer the drug and alcohol testing programs of aviation entities.
- (j) Providing information about airmen through the Civil Aviation Registry's Comprehensive Airmen Information System to the Department of Health and Human Services, Office of Child Support Enforcement, and the Federal Parent Locator Service that locates noncustodial parents who owe child support. Records in this system are used to identify airmen to the child support agencies nationwide in enforcing child support obligations, establishing paternity, establishing and modifying support orders and location of obligors. Records listed within the section on Categories of Records are retrieved using Connect: Direct through the Social Security Administration's secure environment.
- (k) Making personally identifiable information about airmen available to other Federal agencies for the purpose of verifying the accuracy and completeness of medical information provided to FAA in connection with applications for airmen medical certification.
- (l) Making records of past airman medical certification history data available to Aviation Medical Examiners (AMEs) on a routine basis so that AMEs may render the best medical certification decision.
- (m) Making airman, aircraft and operator record elements available to users of FAA's Skywatch system, including the Department of Defense, the Department of Homeland Security (DHS), DOJ and other authorized Federal agencies, for their use in managing, tracking and reporting aviation-related security events.
- (n) Other possible routine uses published in the Federal Register (see Prefatory Statement of General Routine Uses for additional uses (65 FR 19477-78) For example, a record from this system of records may be disclosed to the United States Coast Guard (Coast Guard) and to the Transportation Security Administration (TSA) if information from this system was shared with either agency when that agency was a component of the Department of Transportation (DOT) before its transfer to DHS and such disclosure is necessary to accomplish a DOT, TSA or Coast Guard function related to this system of records.

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, rating, or inspection authorization 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, rating, or inspection authorization for which you are applying. 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, rating, or inspection authorization:

- 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, rating, or inspection authorization you are applying for 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, rating, or inspection authorization may be used as evidence against you.
- A copy of your airman application file for this date is available to you upon your writtenrequest 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.)

# AIRMAN CERTIFICATE AND/OR RATING APPLICATION INSTRUCTIONS FOR COMPLETING FAA FORM 8710-1

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

**Note:** Please enter all dates in eight digits as MM/DD/YYYY. Use numeric characters, (e.g. 01/01/2014).

- **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." Indicateif 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 nottransposed.
- **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).
- 2. 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.
- 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.

- 1. Name of air carrier.
- 2. Date program was started.
- $3. \ \ Identify the training program accomplished.$
- III. RECORD OF PILOT TIME. At a minimum, the applicant should complete the blocks applicable to the certificate or rating sought; however, it is recommended that all 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 CERTIFICATION.

- A. Signature. Sign your name.
- B. Date. The date you signed the application.

Form approved OMB No: 2120-0021 08/31/2019

TYPE OR PRINT ALL ENTRIES IN INK

U.S. Dep Federa	artment of To I Aviation A	ransportatio Administra	on ition	Aiı	rman	Certif	icate a	and/or	Ratii	ng Ap	plic	ation						
I. APPLICATION INFORMATION (Mark 'X' in all the blocks applicable to the certificate or rating for which you are applying):																		
Certificates   Ratings   Other Information/Requests																		
Studen Private	=	Recreationa Commercia ATP	al Fligh	t ASE nd Helic Gyro	opter B	ME   I alloon   G irship   I	Land Sea Airplane Basic Glider Helicopter Advanced Powered-Lift Powered-Lift Instrument				d E	Initial   Reexamination   Instrument Proficiency Check   Renewal   Reissuance   Medical Flight Test   Reinstatement   Flight Review   Limitation Removal						
	A. Name (Last, First, Middle)  Type Rating:  Added Rating  Added Rating  B. SSN (US Only)  C. Date of Birth  D. Place of Birth (City and State) or (City and Country)																	
A. Name	MMDDYYYY																	
	esidential Adding City, State,		d Country)				Mailing Ad anent airman ce					F. Citizenship / Nationality USA Other specify:  G. Do you read, speak, write, & understand the English language?						
											(i	H. Height (Inches) I. Weight (pounds) J. Hair Color K. Eye Color L. Sex Male Female						
M. Do y	ou hold, or	have you on No	ever held a	ın FAA pilot	certificate?	M1.	M1. Grade of Certificate M2. Certificate Number					M3. Date Issued						
N. Do y	ou hold <u>, o</u> r			Medical Ce Yes - Milita		N1.	Class of Co	ertificate	N2. Nar	me of Medi	ical Exar	ixaminer 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 involving</i> O1. Date of Final Conviction motor vehicle mode of transportation as those offenses are covered on the FAA Form 8500-8, Airman Medical Application Form.  Yes No																	
II. CERTIFICATE OR RATING APPLIED FOR ON BASIS OF:																		
	ompletion of est or Activities		rait to be t	iseu (ir riignt t	est requirea)		<ol><li>Total time in this aircraft and approved FFS or FTD (hours)</li></ol>											
U.S. Military Service 2. [										ated in U.S. Military 3. Rank or Grade								
B. Competence or Experience  4. List Military aircraft for which you have:  a. logged pilot time or provided flight instruction (IP) (make and model)  b. passed an Instrument Proficiency Check (Pilot or CFI) - (make and model)												nodel)						
L	raduate of a Approved	or Tra	ning Agend aining Cen	ter:	Name		1b. Location (City and State)					1c. Certification Number   1d. Part 142?     ☐ Yes ☐ No						
L	Course	2. Curi	riculum Fro	rom Which Graduated (Level, Category, and Class and/or Ty					e Rating) 3. Date									
	Holder of	1. Cou	ntry that Is	ssued the F	ued the Foreign Pilot License 2. (					Grade of Foreign Pilot License 3. Foreign Pilot License								
D.	D. Foreign License 4. Ratings Held on Foreign Pilot License (FAA equivalent only – e.g. ASEL, AMEL, Type rating, etc.)																	
Ш <sup>Е.</sup> Tra	Air Carrier ining Progra	am	ne of Air C						2. Date	e Training E	Began	3. Accomplished Initial U	Training   pgrade	Program Transiti	on 🔲 R	ecurrent		
III. REC	ORD OF PI	LOT TIME	(Do not v			eas)	Night Night					Night Number of						
	Total	Instruction Received	Solo	PIC and SIC	Cross Country Instruction Received	Cross Country Solo	Cross Country PIC/SIC	Instrument	Night Instruction Received	Night Take-Off / Landing	Night PIC/SI	Take- C Off/Landing PIC/SIC		Flights	Aero-Tows	Ground Launches	Powered Launches	
Airplanes				PIC			PIC				PIC	PIC SIC	Gliders Lighter-than-					
				PIC	PIC		PIC					PIC	air		Class Totals			
Rotorcraft				SIC	_		SIC				SIC	SIC		SEL	MEL	SES	MES	
Powered				PIC			PIC				PIC	PIC	Airplane	PIC	PIC	PIC	PIC	
Lift				SIC			SIC				SIC	SIC		SIC	SIC	SIC	SIC	
Gliders				PIC SIC									Rotorcraft	Helic	opter	Gyro	plane	
Lighter- Than-Air				PIC SIC			PIC SIC				PIC	PIC SIC	Lighter-than- air	Ball	oon	on Airship		
FFS													FFS	SE	ME	Helio	opter	
FTD													FTD					
ATD													ATD					
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?																		
V. APPLICANT'S CERTIFICATION: I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge and I agree and tagree to be considered as part of the basis for issuance of any FAA certificate to me. 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.																		
	any FAA certifice		ave received	ine Pilot's Bill o	r Rights Writter	1 NOtification o	r investigation t	ınat accompani	es this form. I		ad and und Date	erstand the Prívacy Act	statement th	iat accompani	ies this form	•		
2.3/10.01	ppoc										MM/DD/YYYY							

Instructor Action																
Accepted Student Pilot Application – I have personally reviewed the applicant's information and verified the person meets the eligibility requirements and verified applicants identification Rejected Student Pilot Application  Flight Review Instrument Proficiency Check Recommendation - I have personally instructed the applicant and consider this person ready to take the test.																
Date	Authorized Flight Instructor's Signature (Print Name and Sign)						Flight Instructor Certificate Number						Certificate Expiration Date			
Air Agency's Recommendation																
The applicant has successfully completed our course, and is recommended for certificate or rating without further practical test.																
Date Agency Name and Number Official Signature																
Designated Examiner or Airman Certification Representative Report  Accepted Student Pilot Application I have personally reviewed this applicant's pilot logbook and/or training record, and I certify that the individual meets the applicable requirements of 14 CFR Part 61 for the certificate or rating sought. I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate. (Original ATP CTP graduation certificate must be attached) I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.  I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.  I have personally delivered the Written Notification under the Pilot's Bill of Rights to the applicant.  Approved – Temporary Certificate Issued (Original Attached) Disapproved – Disapproval Notice Issued (Original Attached)  Duration of Test																
Location of Test	(Name of F	acility or Airport,	City, State)							Ground /	Oral Oral	FFS / I	ion of Test TD	Flight		
Certificate or Rating Being Applied For (Grade, Category, Class and/or Type Rating)								of Aircraft Used	Registration Num			tion Number(s)	lber(s)			
Date	Date Examiner's Signature (Print Name & Sign)							Certificate Number Designation Number						Designation Expires		
Evaluator's Record (Use for All ATP Certificate(s) and/or Type Rating(s))  Inspector Examiner Signature and Certificate Number Date																
Ground / Oral				Inspecto	or Examiner			Signature a	nu Cen	ilicate ivuii	ibei			Date		
Approved FFS/F	Approved FFS/FTD Check															
Aircraft Flight Ch	neck															
Advanced Qualif	ication Pro	ogram														
Aviation Safety Inspector or Technician Report  I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with, pertinent procedures, standards, policies, and or necessary requirements with the result indicated below. (The approved box need only checked if the Inspector is the one that issued the temporary airman certificate)  I have personally delivered the Written Notification under the Pilot's Bill of Rights to the applicant.  Approved – Temporary Certificate Issued (Original Attached)  Accepted - Student Pilot Application  Location of Test (Name of Facility or Airport, City, State)  Duration of Practical Test																
2									Ground		I / Oral	FFS/I		Flight		
Certificate or Ra	ting Being	Applied For (	Grade, Category, Ci	lass and/o	r Type Rating)		Type(s)	of Aircraft Used		ı	Registra	ition No.(s)		1		
Application for Student Pilot Certificate Accepted  Reissue or exchange of pilot, CFI, or G.I. certificate  Instrument  Activity Train									al Reinstatement Military Competency Foreign License ased On:  Special medical test conducted – report forwarded to Issuing medical office or AAM-300  ses and Responsibilities Special Test-Reexamination (44709) conducted							
Training Course	(FIRC) Na	ime				Graduat	tion Certif	icate Number					Date of FIR	C Graduation Certificate		
Date	Inspector's Signature (Print Name & Sign)									Certificate	Number		FAA Office (e.g. SO-15, WP-19)			
Attachments: Airman's Identification (ID) (US driver's license of							se or passp	ort recommended) Applicant Information (required if printed on 2 pages)								
Certifying Statem	nent		Form of ID							Name						
College Transcrip			ID Number (If issued by State, include State)						Date of Birth							
ATP CTP Gradua		e	Expiration Date (must be valid)						Certificate Number							
Knowledge Test Temporary Airma	•															
Notice of Disap			Telephone Number						E-Mail Address							
Superseded Air		e	Meets Aviation REMARKS:	on English	Language Standar	rd Doe	s Not Meet	Aviation English Languag	e Standa		red to FSC lard Deterr		h Language			