

Private Pilot Practical Test Checklist

<u>Applicant Full Name (F/M/L):</u>	<u>Pilot Certificate Grade, Number & Date of Issue:</u>
<u>Medical Class & Date of Examination:</u>	<u>Photo ID Type & Expiration:</u>
<u>Applicant's FTN:</u>	<u>Application Number:</u>
<u>Airman Knowledge Test Score & Date of Test:</u>	<u>Basic Med Course Date, if applicable:</u>
<u>Aircraft Make & Model:</u>	<u>Aircraft Registration #:</u>
<u>Type of Check</u> ☐ Initial ☐ Retest #___ ☐ Initial Add-On ☐ Add-On Retest #___	

1. Applicant Documents

- a. Pilot Certificate
- b. Unexpired Photo Identification
- c. Medical Certificate or Basic Med.
- d. Full First, Middle, Last on all Documents
- e. Names Must Match
- f. Correct Address or Reason for Different Address
- g. US Agent for Service, if applicable

2. Airman Knowledge Test Report, if applicable

- a. Names Must Match
- b. Completed Within 24 Months of the Month of the Practical Test
- c. Have Applicant be Prepared to Discuss Areas of Deficient Knowledge (See Notes)

3. Appropriate Practical Test Endorsements

- a. 61.39(a)(6)(i)(ii) – Prerequisites for Practical Test
- b. 61.39(a)(6)(iii) – Review of Deficiencies Identified on Airman Knowledge Test
 - i. If test is not required, applicant must have endorsement for Aeronautical Knowledge (61.103(d)) on the areas listed in 61.105(b).
- c. 61.35(a)(1) – Aeronautical Knowledge Test
 - i. If test is not required, applicant must have endorsement for Aeronautical Knowledge (61.103(d)) on the areas listed in 61.105(b).
- d. 61.103(f), 61.107(b)(3), and 61.109(c) – Flight Proficiency/Practical Test
 - i. Recommend being specific with endorsement references.
- e. SFAR 73, Section 2(b)(1)(ii) R-22 or R-44 PIC Endorsement
 - i. Be sure the applicant understands the difference between PIC Endorsement and Flight Review (SFAR 73, Section 2(c)(1) and (3))_

Private Pilot Practical Test Applicant and Instructor Checklist

- f. 61.49 – Retesting After Failure, if applicable
- g. If able, have printed and signed endorsement.
- h. Use full and correct names. Do not use abbreviate names (i.e. Chris vs. Christopher).

4. Appropriate Solo Endorsements

- a. 61.87(b) – Pre Solo Aeronautical Knowledge
 - i. Must be able to demonstrate knowledge test was given
- b. 61.87(c)(1) and (2) – Pre Solo Flight Training
- c. 61.87(n) – Solo Flight First 90 Day Period
- d. 61.87(p) – Additional 90 Day Period
 - i. This is given if 90 days has elapsed since 61.87(n)
- e. SFAR 73 Solo Endorsement
 - i. This expires after 90 days
- f. 61.93(b)(1) – Solo Takeoffs and Landings at Another Airport w/i 25NM
- g. 61.93(c)(1) and (2) – Solo Cross Country Flight
- h. 61.93(c)(3) – Solo Cross Country Flight for Specific Cross Country
 - i. Endorsements Must Have Been Issued before Solo Flight
- j. Be Sure Endorsements Have Not Expired Prior to Any Solo.
- k. If able, have printed and signed endorsement.
- l. Use full and correct names. Do not use abbreviate names (i.e. Chris vs. Christopher).

5. Aeronautical Experience (Hours should match the application)

Total Flight Time: _____ (40 Hours Minimum)

Total Hours Flight Training: _____ (20 Hours Minimum)

Total Cross Country Hours: _____ (3 Hours Minimum)

Date of 1st Cross Country: __/__/__

Route of Flight: _____

Date of 2nd Cross Country: __/__/__

Route of Flight: _____

Total Night Hours: _____ (3 Hours Minimum)

Date of 1st Night Flight: __/__/__, Number of Landings: ____

Date of 2nd Night Flight: __/__/__, Number of Landings: ____

Date of 3rd Night Flight: __/__/__, Number of Landings: ____

Date of Night Cross Country: __/__/__, Number of Landings: ____

Route of Night Cross Country: _____

Total Solo Hours: _____ (10 Hours Minimum)

Date of 1st Solo Flight: __/__/__, # of Towered Landings: ____, Airport: ____

Date of 2nd Solo Flight: __/__/__, # of Towered Landings: ____, Airport: ____

Date of 3rd Solo Flight: __/__/__, # of Towered Landings: ____, Airport: ____

Date of Solo Cross Country: __/__/__, # of Towered Landings: ____

Route of Solo Cross Country: _____

Confirm All Documents and Endorsement Valid at time of Solo.

6. FAA Application/FAA Form 8710/IACRA

- a. Confirm Certificate & Rating Sought
- b. Confirm Address(es) are Correct
- c. Select Correct Aircraft
 - i. Recommend R-22-22 or R-44-44
- d. Ensure Medical Examiner's Name is Exactly as on Medical Certificate
 - i. Include Spaces, Titles, Designation (i.e. MD, DO, etc.)
- e. Confirm Hours Match Logbook
- f. Signed by Flight Instructor
- g. If able, print and bring the signed copy

7. Aircraft Airworthiness Documents

- a. Provide Maintenance Records (91.417)
- b. Ensure Aircraft Complies with 100/Annual (91.409)
 - i. Date of Last Annual: __/__/__
 - ii. Date of Last 100 Hours: __/__/__, Time in Service: _____
 - iii. Current Hobbs: _____
- c. Check Altimeter System Inspection (91.409)
 - i. Date of Last Altimeter Inspection: __/__/__
- d. Check ATC Transponder Test/Inspection
 - i. Date of Last Transponder Inspection: __/__/__
- e. Confirm Appropriate Airworthiness Directives (91.147(a)(2)(v))
 - i. Last Airframe AD: _____
 - ii. Last Engine AD: _____
 - iii. Other ADs: _____

8. Personal Equipment

- a. Current Charts
 - i. Date of Expiration: __/__/__
- b. Current Chart Supplement
 - i. Date of Expiration: __/__/__
- c. Electronic Flight Bag
 - i. Date of Last Update: __/__/__
 - ii. Current Charge: ____%
- d. Current Federal Aviation Regulations & Airman Certification Standards
- e. Current Pilot's Operating Handbook, Rotorcraft Flight Manual
- f. Flight Computer (E6-B or Digital)
 - i. User's Manual
- g. Plotter
- h. Headset/Helmet
 - i. Spare Batteries

9. Navigation Log/Flight Plan

- a. Hardcopy for Review
 - i. May be Printed from Electronic Flight Bag
- b. Route Charted with Appropriate Waypoints
- c. Be Able to Explain Route Selection, Altitude Selection, and Speed Calculations
 - i. True Heading, Magnetic Heading, Compass Heading
 - ii. Indicated Airspeed, Calibrated Airspeed, True Airspeed, Ground Speed
- d. Be Able to Explain Time
- e. Provide Weather Used for Planning
- f. File Flight Plan with Flight Service
 - i. Obtain a Briefing (telephonically or digitally)

10. Weight & Balance and Performance Charts

- a. Use actual aircraft information
- b. Describe calculations
- c. Explain changes in CG due to loading or unloading
- d. Prepare Departure, Destination and Highest Enroute Performance
 - i. HIGE
 - ii. HOGE
 - iii. Vne
 - iv. MAP

Notes

1. Have applicant/instructor provide the ATRK code with specific review of deficient knowledge. For example:

PH.I.A.K5 – Part 68: BasicMed Privileges and Limitations – *Reviewed BasicMed with student on {date} and discussed appropriate steps to obtain BasicMed.*

PH.I.B.K2 – Pilot Performed Preventative Maintenance – *Discussed preventative maintenance and logging maintenance with student on {date}*

2. Review endorsements with student and reference each regulation with student for clarity and correctness.
3. Student should have flight plan on file with Flight Service prior to the start of the test.
4. Work with student to fill out correct dates, routes and totals for logging time and submitting the application.