

Practical Test Checklist

Commercial Pilot ASEL

Please print this and bring it with you, completed, to the progress check & check ride.

Applicant Information:

Name: _____ FTN: _____
Email: _____ Application ID: _____
Phone: _____

CFI Information

Name: _____ Phone: _____
Email: _____ Certificate Number: _____

IACRA username & password information is private, however, you must know it as you will login during the practical test to sign your application. Have it written down in your logbook.

Welcome to your Private Pilot Practical Test! This guide has been developed to ensure that you (the applicant) meet all FAA requirements for the rating sought. Print and read this document in its entirety to ensure you are fully prepared prior to presenting yourself for the practical test. As you read this guide, please note that accuracy is critical. Take your time and complete all of the required information while utilizing all necessary guidance (FAR/AIM, ACS, etc.) to ensure compliance with all regulations. Doing so will be very helpful and will ensure better results and performance. Flight Instructors must use care while recommending the applicant for ratings, ensuring they meet all requirements.

FOR ALL THE FOLLOWING PAGES ALL CHECK BOXES MUST BE COMPLETED

1) Airmen Certification Standards – Language from the ACS

The Airmen Certification Standards (ACS) book has been published by the Federal Aviation Administration (FAA) to establish the standards for pilot certification practical tests. If you do not have knowledge and understanding of the information in the ACS you will not be prepared for the practical test. FAA inspectors and designated pilot examiners shall conduct practical tests in compliance with these standards. Flight Instructors and applicants shall read and become familiar with this document before presenting the applicant for a practical test. Becoming familiar with this document will increase the applicant's chances of receiving a temporary airman certificate. Failure to become familiar with this document will greatly increase the applicant's chances of receiving a notice of disapproval. Thoroughly know the ACS. Appendix 9 of the ACS lists reference materials that will help you acquire knowledge to thoroughly understand the tasks in the ACS. Use these reference materials to study (Airplane Flying Handbook, Pilot's Handbook of Aeronautical Knowledge, FAR/AIM, etc.). DPEs will at a minimum test at least one knowledge element, one risk management element, and every skill element to ensure applicant's mastery of the aircraft.

2) Integrated Airmen Certification and Rating Application - IACRA

TASK: Complete an IACRA application prior to arriving to the practical test.

TASK: Write down the IACRA assigned FTN number in the space provided.

TASK: Write down and bring with you to the practical test your IACRA username & password

Ensure all personal information is correct, including the existing pilot certificate information, medical certificate, and flight times.

TASK: Print the 8710 form and carefully review it.

Note: The name on your IACRA application, Student Pilot Certificate and Medical Certificate must match exactly. Contact me in advance if there is concern.

Note: If you've moved within the past 30 days and have not notified the FAA of your change of address yet, you may use your new address on the application and it will be processed.

Note: Block F, Citizenship / Nationality: Must match the applicant's existing pilot certificate or student pilot certificate. A change in citizenship must be filed separately.

Note: The medical examiner's name must be exactly as it appears on the certificate, including punctuation. The class is as stated at the top of the document.

Note: Block B (SSN): enter DO NOT USE or NONE if not a US Citizen

Note: Class of medical should match what the certificate says, even if it's only valid for third class privileges.

Example: First class medical that's 15 months old can still be used to exercise the privileges of a third class. It's still a first class and should be put into IACRA as a first class.

3) Knowledge Test Codes (ON ACS)

Federal Aviation Regulations require that flight instructors review all subject areas associated with incorrect answers. Therefore, the Flight Instructor must provide additional instruction on the areas where the applicant was found deficient.

TASK: List and define all deficient subject codes in the spaces provided below. If more spaces are required, use the back of this page. Be prepared for the examiner to test the applicant on the specific deficient subject codes.

Subject Code	Definition

Sections 4, 5 and 6 explain what to bring to the Practical Test

4) Aircraft Documents

TASK: Locate and explain to the examiner the following:

You must bring the records that demonstrate airworthiness to the practical test.

Aircraft Logbook(s): Complete the table without help from an instructor.

Inspection Type	Airframe Date / Hours	Engine Date / Hours	Propeller Date / Hours
Annual			
Transponder 91.413		N/A	N/A
ELT		N/A	N/A
Pitot-Static (IFR Only) 91.411		N/A	N/A
VOR (IFR Only)		N/A	N/A
AD Compliance	Demonstrate Compliance	Demonstrate Compliance	Demonstrate Compliance

NOTE: Not all aircraft inspections are required for certain practical tests.

NOTE: A separate propeller log is not required.

NOTE: A 100 hour inspection is not required for a practical test. An Annual Inspection is.

ARROW Documents

- Airworthiness Certificate
- Aircraft Registration – Check Expiration (expires every three years): Date:
- Operating Limitations (Typically POH/AFM)
- Weight and Balance (N number specific)

5) Airmen Documents

TASK: Bring the ORIGINALS, as well as color COPIES (Where * is noted) of the following:

- Pilot Certificate *
- Medical Certificate *
- Government-Issued Photo Identification * FAA 8710-1 form or IACRA copy *
- Knowledge Test Results *
- 141 Graduation Certificate (if applicable)*
- Exam Fee:_____
- Pilot Logbook-Name in front of logbook All pages signed
^^ EVERY page and every column on every page totaled ^^

6) Personal Equipment

TASK: Arrive to the practical test with the following personal equipment:

- View-Limiting Device
- Flight Plan Form
- Current resources, as appropriate:
 - FAR/AIM
 - Airplane Flying Handbook / Pilot's handbook of Aeronautical Knowledge
 - ACS
 - Chart Supplement
 - Appropriate Charts and Publications or iPad with ForeFlight or similar

7) Flight Plan, Weight & Balance and Performance

TASK: Contact the examiner for a ONE-WAY flight plan assignment. There is no need to create a return flight plan The flight plan may be paper or electronic. The applicant shall use the weather at the time the flight plan is created and shall determine all elements of flight planning, including all items listed under 14 CFR 91.103. The flight plan must be fully developed, meaning all elements that go into the creation of a flight plan. The flight must be legal and the aircraft must be clean and free of all mechanical problems.

The applicant is solely responsible to create the flight plan without instruction.

Note: Neatness and accuracy will be graded.
(Ref. ACS I. Task H. Human Factors PA.I.H.K4: Aeronautical Decision-Making)
“If you can't read your own handwriting in the cockpit, how is it useful to you?”

TASK: The morning of your practical test, receive a standard weather briefing by logging on to 1800WXBRIEF.COM . Save the website PDF brief on a tablet (no need to print the 80+ page document). We will review this brief during the ground portion.

TASK: Complete a weight and balance for the conditions on the day of your practical test.
Note: Please include the examiners weight.

Note: Please bring your aircraft with full fuel or if this is an issue, enough for 3.0 hours endurance (2.0 hour flight plus comfortable reserve).

Note: Use the following blank spaces to help yourself, *however, if you have your own form that you/your school prefer, that will work as well.*

Empty Weight:

Takeoff CG:

Front Seats Weight:

Landing CG:

Rear Seats Weight:

Takeoff Weight:

Baggage Weight:

Category: Normal or Utility (Circle one)

Fuel at Takeoff:

Fuel at Landing:

Legal Reserves (minutes and gallons):

Personal Reserves:

Risk Management (PAVE) is a large part of the practical test.

Know the difference in legal vs. personal minimums and proficiency vs. currency.

Use the above to help determine Weight & Balance. You may bring your own forms to explain your weight and balance depending on if your aircraft manufacture uses tables or charts / graphs. In any case, be able to determine and explain weight and balance, the effects on a forward and aft CG and whether your CG moves forward or aft as you burn fuel.

Note: Depending on the vintage of your aircraft, engine oil may or may not be included in the empty weight of the aircraft.

Note: Know your aircraft. Is unusable fuel included in the empty weight?

TASK: Determine takeoff and landing distance using the weight and conditions computed above.

Takeoff distance:

Takeoff distance to clear 50 foot obstacle:

Landing distance:

Landing distance to clear 50 foot obstacle:

Something to think about:

Would a grass surface effect takeoff and landing performance? What about a wet runway?

Make sure you thoroughly understand density altitude and its effect on aircraft performance. Landing at a high elevation airport with calm surface winds, would your IAS on final approach be any different than at sea level? How will the altitude effect your speed at touchdown? Will this effect your landing distance? This is a good exercise to make sure you understand TAS.

8) Aeronautical Experience & Logbook Verification– Commercial Pilot

TASK: Read and become familiar with 14 CFR Part 61, Subpart F -61.123, .125, .127, and .129.

TASK: Complete the following checklist to verify that ALL aeronautical experience requirements have been met per 14 CFR 61.127 and 61.129. Then, *in addition to bookmarking the experience in the applicant’s actual logbook*, fill in the appropriate Aeronautical Experience tables.

ELIGIBILITY REQUIREMENTS – 14 CFR 61.123:

- Be at least 18 years of age
- Be able to read, speak, write, and understand the English language
- Pass the required knowledge test on the aeronautical knowledge areas listed in 61.125

AERONAUTICAL KNOWLEDGE – 14 CFR 61.125:

**Must log ground instruction (61.125(a)). When making entry, reference the specific FAR.

Ensure the requirements for 61.125(b)1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15.

If in doubt, print the following table, complete it, and attach into back of applicant’s logbook. It meets the requirement.

AERONAUTICAL KNOWLEDGE – 14 CFR 61.125:

61.125(b)	Subject	Date	Ground Instruction Time	Instructor Endorsement
1	FARs			
2	Accident Reporting Requirements			
3	Aerodynamics & Principles of Flight			
4	Aviation Weather			
5	Safe & Efficient Operation			
6	Weight & Balance			
7	Performance Charts			
8	Exceeding Aircraft Performance Limits			

9	Aeronautical Charts			
10	Use of Navigational Facilities			
11	ADM & Judgment			
12	Aircraft Systems			
13	Maneuvers & Emergency Ops			
14	Night & High Alt. Operations			
15	National Airspace System			

AERONAUTICAL EXPERIENCE – 14 CFR 61.129 (141 requirements will vary)

FLIGHT EXPERIENCE REQUIRED

- 250 Hours, Total TIME: _____
- 100 Hours in Powered Aircraft, POWERED AIRCRAFT TIME: _____
- 50 Hours in Airplanes, AIRPLANE TIME: _____

PIC EXPERIENCE REQUIRED

- 100 Hours PIC, TOTAL PIC: _____
- 50 Hours PIC in Airplanes, TOTAL PIC AIRPLANE: _____
- 50 Hours PIC XC, TOTAL PIC XC: _____
- 10 in Airplanes, TOTAL PIC XC AIRPLANE: _____

FLIGHT TRAINING REQUIRED (DUAL)

- 20 Hours Dual Flight Training, TOTAL INSTRUCTION: _____
- 10 Hours Instrument Training (5 ASEL), TOTAL IFR DUAL: _____
- 10 Hours Dual Complex, Turbine, or TAA TOTAL: _____
- 100 NM Dual Day XC FLIGHT: _____
- 100 NM Dual Night XC FLIGHT: _____
- 3 Hours Dual in preceding 2 calendar months, TOTAL: _____

Note: The two, 100NM XCs must occur after the applicant received their private pilot certificate.

Note: 61.129(a)(3)(i) is very specific. Make sure the CFI annotates in the remarks of the logbook attitude instrument flying, partial panel skills, recovery from unusual flight attitudes, and intercepting and tracking navigational systems.

SOLO *or* while performing the duties of PIC with an authorized instructor on board

- 10 Hours Solo, TOTAL SOLO TIME: _____
- 300 NM XC, 3 stops, 250 NM leg FLIGHT: _____
- 5 Hours Night Solo, TOTAL NIGHT SOLO: _____
- 10 landings at a towered airport at night, TOTAL: _____

Note: The 300NM solo XC must occur after the applicant received their private pilot certificate.

9) Required Endorsements

TASK: Use the following checklist to verify that ALL endorsements required for the practical test have been completed per 14 CFR 61.109 and AC 61-65.

The following are a template only. These do not have to be used.

Flight Proficiency / Practical Test §61.127 & §61.129

I certify has received the required training in accordance with §§ 61.127 and 61.129. I have determined he/she is prepared for the *Commercial Pilot* practical test.

Instructor Endorsement:

Review of Deficiencies Identified on Airman Knowledge Test §61.39(a)(6)(iii)

I certify has demonstrated satisfactory knowledge of the subject areas in which he/she was deficient on the *Commercial Pilot* airmen knowledge test.

Instructor Endorsement:

Prerequisites for Practical Test §61.39(a)(6)(i) & (ii)

I certify has received and logged training time within 2 calendar-months preceding the month of application in preparation for the practical test and he/she is prepared for the required practical test for the issuance of a *Commercial Pilot* certificate.

Instructor Endorsement:

The following endorsements may be required: - Retesting after a failure

- Additional Aircraft Category or Class - Conventional Gear
- High Performance
- Complex
- High Altitude

Pilot-in-Command Verification Form

Test Protocol

The Designated Pilot Examiner and I understood the necessity to accomplish a valid test. Certain documents, briefings, procedures, and maneuvers were required. All such elements were attended to in the manner required by the Administrator. Current materials were utilized and included the following:

1. Pretest Checklist
2. Airmen Certification Standards (ACS)
3. Plan of Action
4. Pilot Verification (this form)
5. IACRA Application / FAA Form 8710-1
6. Pilot's Bill of Rights Notice 8900.195
7. Pre-Test / Pre-Flight / Post-Flight Briefing(s)

Following review of the foregoing items, I presented my pilot logbook(s) to the examiner for review. I certified their content to be accurate and sufficient, and further certified that my aeronautical (flight) and ground training experience qualify me to take the practical test for the requested certificate and/or rating sought.

I understand pursuant to 14 CFR 61.47 that I shall be the Pilot-in-Command at all times during the practical test. I understand the Designated Pilot Examiner is specifically exempt from the duties of Pilot-in-Command.

I understand the issuance of a certificate and/or rating following completion of the required practical test represents only that I met the minimum standard required by the FAA on one given date under favorable conditions. The examiner and the FAA encourage continued study, training, and aeronautical experience to remain current and proficient to deal with the safe operation of my aircraft. I understand issuance of any certificate and/or rating does not in any way imply that I can exercise the privileges of that certificate and/or rating under all conditions or circumstances and that I will at all times be responsible to exercise discretion and sound judgment when acting as Pilot-in-Command of any aircraft.

I hereby indemnify the pilot examiner from any liability arising from any circumstance relating to this rating or my operation of an aircraft.

I also agree that the fee that the examiner charged for the Practical Test is reasonable.

I have represented to the examiner that the aircraft I have provided for the Practical Test is airworthy and that I have been authorized to use it for this purpose on this date by the owner/operator.

Post-Flight

I certify that the Designated Pilot Examiner required and I performed each of the tasks mandated by the FAA Airmen Certification Standards for the certificate and/or rating sought. This included each task indicated on the Flight Profile / Plan of Action I reviewed during the commencement of this Practical Test. During the test the examiner evaluated my skills only; No flight instruction was provided and no second chances were provided.

To the best of my knowledge, the preceding is a true and correct statement of the activities conducted on the date referenced.

Practical Test Duration

Oral Exam:

Signature

Date