Checklist for Foreign Pilots

TIMEBUILDING IN FLORIDA USING A N-REGISTERED AIRCRAFT

Pilots holding a non-US Pilot certificate have to convert their foreign license to an USA-Restricted License (PPL) first.

1. **You should be in possession of**:
   - a passport that is valid for 6 months after departure of the USA
   - valid foreign pilot license
   - valid foreign medical

   Please make sure that the **name on your license and medical matches the one in your passport** (if you have a middle name, it has to show on your license and medical).

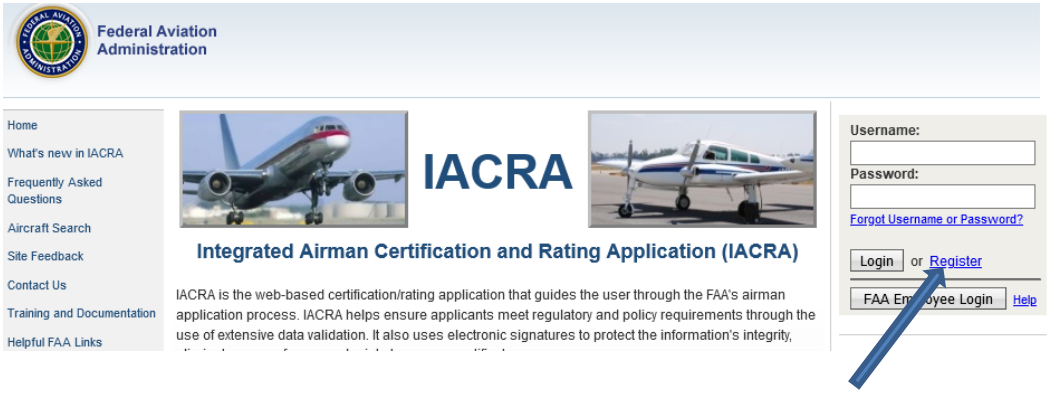
2. **Application for an USA-restricted License** (based on the credentials of your foreign license)

   Preferred and fastest Method is Electronically in IACRA (Integrated Airman Certification and Rating Application).
   Before you start keep in mind the following tips as you use IACRA:
   - If appropriate, have your flight times calculated and ready before starting an application.
   - Have your current certificate in front of you while filling in the application. This will help you remember to list your entire certificate held information when prompted by IACRA.
   - **Read the instructions that appear on each screen**.
   - Before clicking a link, read the link text carefully. This may prevent you from spending time linking to screens you do not need to visit.
   - If you are in doubt about what to do on a screen, look at the help files. There is a Help button on all popup screens where help is available. Also, all main screens have a Help link in the upper right corner of the page header.
   - If reading the help file does not answer your question, then you can call AVS Support Central for help with your issue (see Section 8, Contacting the National AVS IT Service Desk, later in this document) or contact Global Flight Training Solutions

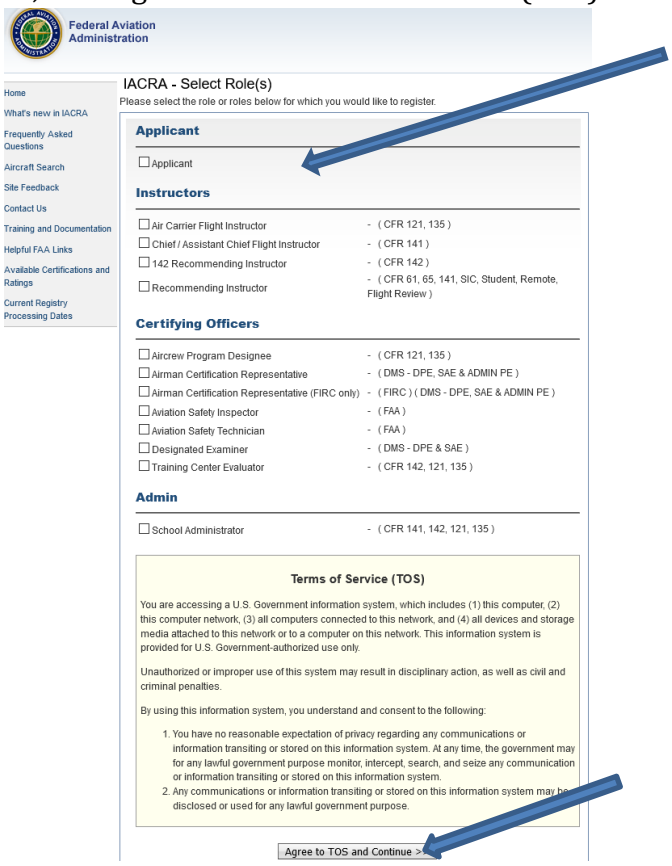
   During the registration process, it is critical that you record, in writing, the FAA Tracking Number (FTN) that will be assigned to you. IACRA uses the FTN to

identify an individual and you must provide that number throughout the airman certification process.
Also make sure you write down your Username and Password and keep it on a secured place.

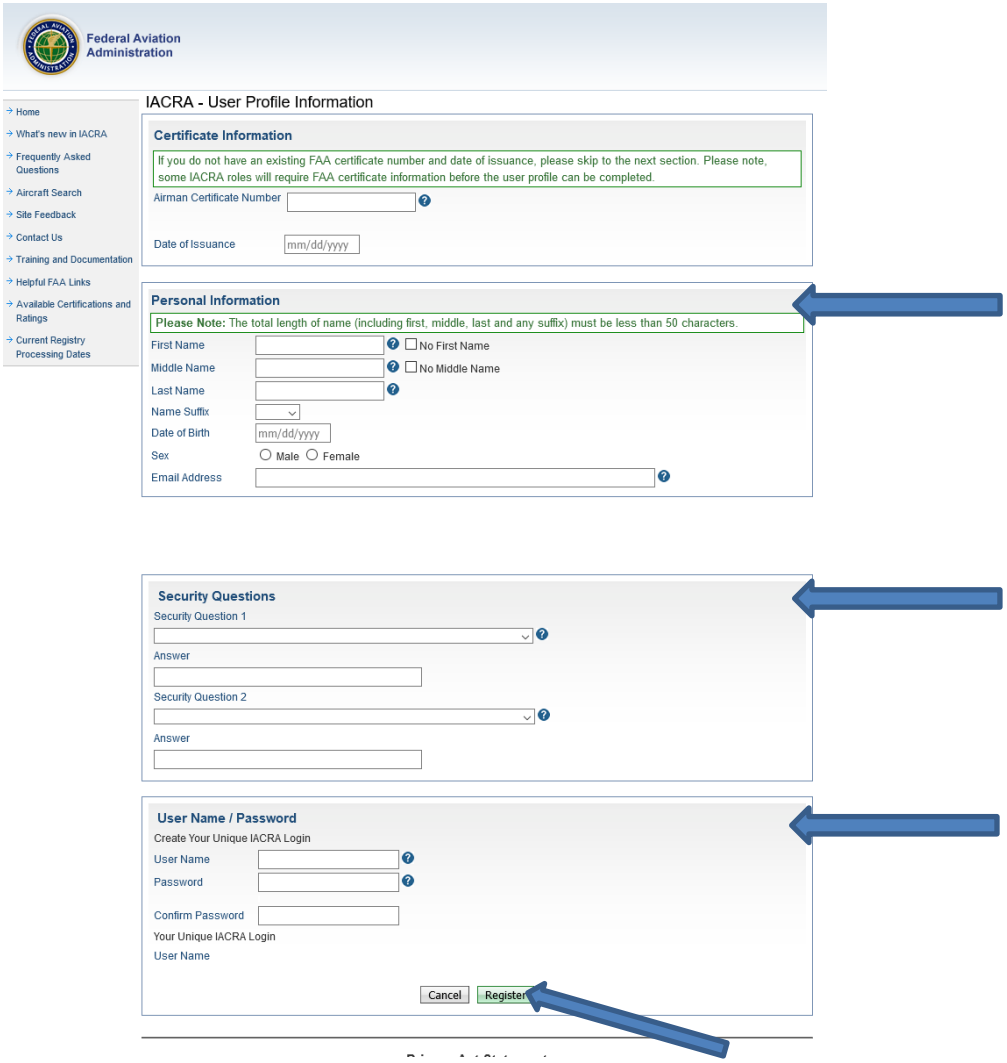
- Link to the IACRA website https://iacra.faa.gov/IACRA/Default.aspx



- Click the '**Register**' link near the top right of **IACRA** home page. There are many different roles in **IACRA**, but you must use the Applicant role to **apply** for a new certificate, or to modify an existing certificate. Check the 'Applicant' box, then agree to the Terms of Service (TOS) and continue.



- A new window opens for your User Profile Information
  Skip Certificate Information if you are a first-time applicant for an FAA certificate,
  Fill out Personal Information, Security Questions, Create Username and Password then click Register,
  IACRA will send you an email confirmation,



- Once you registered you will need to log in again from the IACRA website in order to start your application for a Verification of Authenticity of Foreign License and Medical Certification

- The certificate you are apply for is a Private Pilot Foreign Based License
- Once again, your name on the application has to match your passport, foreign license as well as medical certificate,
- The Flight Standards District Office (FSDO) you are using is: **S. Florida (Miramar), 2895 SW 145 Ave, Suite 120, Miramar, Florida 33027**
- Make sure that whenever there is a date specification the US standard is **Month/Date/Year,**
- You will be asked to download your foreign license and your medical
- Please do not forget to write down you FTN,
- If you are sure that you filled out everything proper and attached your certificates you can submit your application,

You will also need to contact your Aviation Authority to authorize release of your information to the FAA (Federal Aviation Administration) for both License and medical information.

Inform us once you received your FAA Verification Letter and send us a copy. (FAA will send you an email notification and your Verification Letter will be uploaded in your IACRA)

3. **Study upfront while waiting for the FAA Letter of Verification**
   You can download the following manuals for free.

   Pilot's Handbook of Aeronautical Knowledge (it has a section for Aviation Weather which is helpful.
   https://www.faa.gov/regulations_policies/handbooks_manuals/aviation/phak/media/pilot_handbook.pdf

   Airplane Flying Handbook
   https://www.faa.gov/regulations_policies/handbooks_manuals/aviation/airplane_handbook/

   This is the Aeronautical Chart User's guide, with a lot of information (131 pages). Can be downloaded free from the FAA.gov page.
   https://www.faa.gov/air_traffic/flight_info/aeronav/digital_products/aero_guide/media/editions/cug-complete.pdf

   Like to listen to live ATC radio communication click on this link
   https://www.liveatc.net/search/?icao=KMIA

4. **Once you receive the FAA Verification Letter** (valid for 6 months from the date it was issue), book your flight and let us know your arrival date. Please fill out the Global Flight Training Solutions Customer Registration Form and send us the following copies of your documents and we start to schedule you.
    - Foreign Pilot License
    - Foreign Medical
    - FAA Verification Letter
    - Passport

5. **Arrival at Global Flight Training Solutions Facility**
   Our Team will welcome you and go through GFTS's Terms and Conditions. You receive our GFTS Safety Policies and Procedures and meet your FAA Certified Flight Instructor. He will set you up in IACRA (**Integrated Airman Certification and** Rating application) and schedule the appointment with the FAA examiner who issues you the US restricted Private Pilot License.

6. **All first-time customers** who are getting their US-restricted Private Pilot License and committed to do Flight Time Building in US-Airspace with Global Flight Training Solutions **have to attend our TBI-RPPL61 course**. This course is 10 Hours Ground and 12 Hours Flight instruction. This course not only activates your US-restricted Private Pilot License, but it will also familiarize you with the FAA requirements, flight procedures, as well as flying in different Air-Spaces.
   The TBI-RPPL61 course covers the following Topics:

   Ground Unit:
    - Responsibility
    - Cautions
    - Airworthiness
    - Maintenance
    - Inspections
    - Airports
    - Airspace
    - Air Traffic Control and Procedures
    - Weather

Flight Unit:

- Area's of Operation (PTS)
- Preflight Preparation
- Preflight Procedures
- Airport Operations
- Take-Off landing and go-around, Holding Pattern
- Performance maneuvers
- Navigation
- Slow Flight and Stalls
- Emergency Operations
- Basic Instrument Maneuvers
- Post Flight Procedures
- Flying in different Airspaces

C-172 System

Outline is: Airframe – Flight Controls – Landing Gear – Powerplant – Fuel System – Weight & Balance – Heat & Ventilation – Vacuum System – Lighting Systems – Safety Equipment – Performance Charts

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