

Preparing for your FAA Pilot Test

Applicants often ask 'what is the secret' or 'hot button' that the DPE has and what is the key to success when dealing with an individual DPE.

Instructors and applicants think that if they have this knowledge then they will have an edge when it comes to the FAA test.

The truth is far more practical so here is the key:-

'If you are 100% planned and prepared and professional you will have a 100% chance of success every time.'

A lot of time is spent by the DPE making sure that the paperwork on the applicant and the airplane and all the planning is complete **BEFORE** commencing the Ground Portion of the test (this used to be called the Oral)

SO, IN ORDER TO HELP YOU, THE FOLLOWING FILE CHECKLIST WILL HELP YOU ORGANIZE ALL THE INFORMATION PRIOR TO YOUR TEST SO YOU ARE 100% PREPARED

Check Ride Folder Contents

Documents for each page should be attached to the page shown

Front Cover – Page 1

Attach to the front cover the following 5 labels:-

- Name of Applicant
- FAA Test – Private Pilot SEL or alternative
- Airman Certification Standards
- Name of DPE
- If found, please call: XXX-XXX-XXXX

Information required inside of folder

Left Side – Page 2	Right Side – Page 3
Examiner fee: cash or money order	Aircraft/Engine/Avionics Logs:
	Copy of Annual Airframe/Engine/Prop Logs
Applicant Information:	Copy of 100 hrs Airframe/Engine/Prop Logs
Certificate worksheet – see attachment below	Copy Pitot/Static Test Entries
Copy Pilot Certificate Front and Back	Copy ELT Entries
Copy Medical Certificate	Copy of Aircraft W & B
Copy Driving License/ Photo ID	Copy of AD's I/A sign off sheet O & R
Hard copy of 8710 signed by Instructor	
	Navigation:
Copy of Endorsements:	Airport Departure and Arrival Diagrams
TSA instructor approval 49CFR 1552.3(h)	Sectional Chart/s or IFR Charts and Plates
Training prior 60 days 61.39(a)(6)(i)	Navigation Log Complete
Pre-Solo 61.87(b)	Copy FAA Flight Plan Form for filing
Solo Cross Country 61.93	W & B & C of G Envelope for Planned Route
90 day solo 61.87(n)	Printout of Weather for day of Test
Aeronautical Knowledge Test 61.105	Personal Minimums Form VFR or IFR – see attached below
Training deficiencies in knowledge test 61.39	
Practical Test 61.103(f),61.107(b) & 61.109	IF CAP/ USAF (A)
Copy of Knowledge Test result certificate	Form 70-5 Complete – DPE will sign
Copies of Applicant Logbook Entries:	If Military or former Military
Total Flight Time hours	Aviation qualification record and/or DD214
Required hours for certificate sought	
Specific Certificate Requirements:	
Required Night times, duration and distance and Take Offs and Landings as appropriate for certificate	
Required Instrument times duration, # of approaches, cross country distance as appropriate for certificate	
Required Cross country solo flights and distance and times	
Required flight times within 60 days of test	
Required Solo times	
Required Dual Times	
Towered airport Take Offs and Landings to full stop as required for certificate	

Attachments:

Private Pilot (Single Engine) Rating Worksheet

- 40 hours total flight time**
- 20 hours flight training from an authorized instructor:**
- 3 hours flight training with sole reference to the instruments – including straight & level flight, constant speed climbs & descents, turns to a heading, recovery from unusual flight attitudes, radio comm, use of navigation systems/facilities

Date	Aircraft	Activity	Time

- 3 hours cross country flight training
- 3 hours night – including 100nm cross country flight and 10 takeoffs/full-stop landings
- 3 hours flight training in preparation for the practical test within 60 days of test date.

Date	Aircraft	Route	Time

Date	Aircraft	Route	Time

Date	Aircraft	Activity	Time

- 10 hours solo flight training:**
- 1 solo cross country of at least 150 nm total distance with full stop landings at minimum of 3 points. One segment must be at least 50nm.

Date	Aircraft	Route	Time

- 3 takeoffs/full-stop landings at a towered airport with an operational tower

Date	Aircraft	Route	Time

- 5 hours solo flight time

Date	Aircraft	Activity	Time

- Checkride Checklist:
- Photo identification – current with signature
 - Pilot Certificate
 - Current medical – minimum 3rd class
 - Completed 8710 with instructor signature
 - Pilot logbook with instructor endorsements
 - 8060 (pink slip) if applicable
 - Examiners fee
 - Transportation Security Admin approval
 - Aircraft documents (AROW)
 - Aircraft logs (AV1ATE)
 - VFR cross country planned, w/proper chart
 - Weight & Balance for you & examiner
 - Navigation tools – plotter, E6B, etc
 - Publications – charts, AFD, FAR/AIM
 - Written exam results
 - Requirements met (this rating worksheet)

Personal minimums and decision-making criteria are best defined on the ground, free of external pressure and the workload of flying the aircraft. Writing them down makes it much easier to resist the temptation to “mentally negotiate” yourself into a tight spot, allowing your decision making to be clouded in the heat of the moment by emotion and hope.

This document defines the contract you make with yourself, your passengers, and your family.

Remember to update your personal minimums regularly to reflect your current proficiency in the aircraft you'll be flying.

INSTRUCTIONS

1. Review all sections and determine your personal minimums specific to the type of aircraft you fly. If you're a new or rusty pilot, consider asking a CFI for help.
2. Fill in the information for each item.
3. Keep this contract with your flight bag for quick reference.

This VFR PILOT PERSONAL MINIMUMS CONTRACT is available online

www.airsafetyinstitute.org/vfrcontract



VFR PILOT PERSONAL MINIMUMS CONTRACT

PILOT

MIN. HOURS (LAST 30/90 DAYS) _____/_____/_____

MIN. HOURS IN TYPE (LAST 30/90 DAYS) _____/_____/_____

MIN. LANDINGS (LAST 30/90 DAYS) _____/_____/_____

NIGHT HOURS (LAST 30/90 DAYS) _____/_____/_____

- VFR INTO IMC TRAINING COMPLETED WITHIN LAST 12 MONTHS
- MIN. RECURRENT TRAINING COMPLETED (circle one) PAST 6 / 12 / 24 MONTHS

▶ *ASI recommends recurrent training every 12 months with a CFI who's familiar with the aircraft make, model, and equipment.*

AT A MINIMUM, MY OVERALL WELLNESS SHOULD BE

ADEQUATE OK WELL VERY WELL

▶ *ASI recommends considering sleep, medications, alcohol, stress, and other factors that could affect the safety of flight.*

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www.airsafetyinstitute.org/ifrcontract



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For a more detailed assessment of the potential risks before your next flight, take ASI's Flight Risk Evaluator online
www.airsafetyinstitute.org/flightrisk



VFR PILOT PERSONAL MINIMUMS CONTRACT



WEATHER

MAX. WIND VELOCITY AND GUST _____

MAX. CROSSWIND _____

MIN. CEILING DAY _____ NIGHT _____

MIN. VISIBILITY DAY _____ NIGHT _____

AIRPORT

RUNWAY MIN. LENGTH _____

RUNWAY MIN. WIDTH _____

▶ *Aircraft performance degrades when density altitude is above 1,000 feet. As a result, ASI recommends adding 50 percent to the POH takeoff or landing distance over a 50-foot obstacle.*

AIRCRAFT

MIN. FUEL RESERVES (hours : minutes)
 DAY _____ : _____ NIGHT _____ : _____

▶ *ASI recommends landing with at least one hour of fuel remaining.*

NIGHT FLIGHT IN A SINGLE-ENGINE AIRCRAFT Y / N

IF YES, LIST LIMITATIONS (e.g., no mountainous terrain, no over-water flights, will reach cruise altitude before sunset)

I WILL

- Only fly when I am proficient with the aircraft limitations, performance, normal and emergency procedures, systems, and avionics.
- Use precautions when transitioning to different aircraft/avionics/systems.
- Consider the risks of flying over mountainous terrain.
- Fly with a current GPS database, charts (or EFB), and a backup (as required).
- Consider increasing my personal minimums if friends and family are on board.
- Always get a recorded FAA weather briefing and file/activate a flight plan for flights away from home base.
- Request flight following if services are available.
- Fly with a qualified pilot or CFI (or postpone the flight) if my personal minimums are not met.

Pilot signature _____

CFI/witness _____

Last updated _____/_____/_____

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This document defines the contract you make with yourself, your passengers, and your family.

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INSTRUCTIONS

1. Review all sections and determine your personal minimums specific to the type of aircraft you fly. If you're a new or rusty pilot, consider asking a CFI for help.
2. Fill in the information for each item.
3. Keep this contract with your flight bag for quick reference.

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IFR PILOT PERSONAL MINIMUMS CONTRACT

PILOT

MIN. HOURS (LAST 30/90 DAYS) _____/_____
 MIN. HOURS IN TYPE (LAST 30/90 DAYS) _____/_____
 MIN. LANDINGS (LAST 30/90 DAYS) _____/_____
 NIGHT HOURS (LAST 30/90 DAYS) _____/_____
 MIN. HOURS ACTUAL OR SIM. IFR (LAST 30/90 DAYS) _____/_____

- VFR INTO IMC TRAINING COMPLETED WITHIN LAST 12 MONTHS
 - MIN. RECURRENT TRAINING COMPLETED (circle one) PAST 6 / 12 / 24 MONTHS
 - COMPLETED IPC WITHIN LAST 12 MONTHS
- *ASI recommends recurrent training every 12 months with a CFI who's familiar with the aircraft make, model, and equipment.*

AT A MINIMUM, MY OVERALL WELLNESS SHOULD BE
ADEQUATE **OK** **WELL** **VERY WELL**

- *ASI recommends considering sleep, medications, alcohol, stress, and other factors that could affect the safety of flight.*

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For a more detailed assessment of the potential risks before your next flight, take ASI's Flight Risk Evaluator online
www.airsafetyinstitute.org/flightrisk



IFR PILOT PERSONAL MINIMUMS CONTRACT



WEATHER

MAX. WIND VELOCITY AND GUST _____
 MAX. CROSSWIND _____
 MIN. CEILING DAY _____ NIGHT _____
 MIN. VISIBILITY DAY _____ NIGHT _____
MY EN ROUTE MINIMUMS
 CEILING DAY _____ NIGHT _____
 VISIBILITY DAY _____ NIGHT _____
MY PRECISION APPROACH MINIMUMS
 CEILING DAY _____ NIGHT _____
 VISIBILITY DAY _____ NIGHT _____
MY NON-PRECISION APPROACH MINIMUMS
 CEILING DAY _____ NIGHT _____
 VISIBILITY DAY _____ NIGHT _____

FLIGHTS INTO DEPICTED RADAR RETURNS (CHECK YOUR COMFORT LEVEL)

RAIN
 LIGHT MODERATE HEAVY

SNOW
 LIGHT MODERATE HEAVY

MIXED
 LIGHT MODERATE HEAVY

AIRPORT

RUNWAY MIN. LENGTH _____
 RUNWAY MIN. WIDTH _____

- *Aircraft performance degrades when density altitude is above 1,000 feet. As a result, ASI recommends adding 50 percent to the POH takeoff or landing distance over a 50-foot obstacle.*

AIRCRAFT

MIN. FUEL RESERVES (hours : minutes)
 DAY _____ : _____ NIGHT _____ : _____
 ► *ASI recommends landing with at least one hour of fuel remaining.*
 NIGHT FLIGHT IN A SINGLE-ENGINE AIRCRAFT Y / N
 IF YES, LIST LIMITATIONS (e.g., no mountainous terrain, no over-water flights, will reach cruise altitude before sunset)

I WILL

- Only fly when I am proficient with the aircraft limitations, performance, normal and emergency procedures, systems, and avionics.
- Use precautions when transitioning to different aircraft/avionics/systems.
- Consider the risks of flying over mountainous terrain.
- Fly with current GPS database, charts (or EFB), and a backup (as required).
- Not use my aircraft's deicing and anti-icing equipment for prolonged flights in icing conditions, but rather to escape icing conditions.
- Fly with adequate de-icing fluid (if applicable).
- Always get a recorded FAA weather briefing for flights away from home base.
- Fly with a qualified pilot or CFI (or postpone the flight) if my personal minimums are not met.

Pilot signature _____

CFI/witness _____

Last updated _____/_____/_____

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