GENERAL REQUIREMENTS

Acceptable Forms of Identification:

<table>
<thead>
<tr>
<th>ALL Applicants</th>
<th>U.S. Citizens &amp; Resident Aliens</th>
<th>Non-U.S. Citizens</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identification information must be valid; and current.</td>
<td>- Driver permit or license issued by a U.S. state or territory; - U.S. Government identification Card; - U.S. Military identification card; - Passport; or - Alien residency card</td>
<td>Passport AND - Driver permit or license issued by a U.S. state or territory; or - Identification card issued by any government entity</td>
</tr>
<tr>
<td>Identification must include the applicant’s photo; date of birth; signature; and physical, residential address.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

NOTES:

- The above information may be presented in more than one form.
- If the acceptable form(s) of identification (as listed in the table above) does not include valid and current proof of the applicant’s physical/residential address, the applicant may utilize his or her parent’s permanent, physical/residential address; or, the applicant may provide proof of his or her physical/residential address by presenting one of the Acceptable Forms of Applicant Address Verification listed on page 4 of this document. Examples of an unacceptable physical/residential address are a post office box, rural route, flight school address (unless the applicant resides at the school), or a commercial business/employer address.
- For an applicant under age 18, who does not possess an acceptable form(s) of identification, a parent or legal guardian is required to accompany the applicant, and after presenting identification as described in this table, may attest to the applicant’s identity.

REFERENCES for Acceptable Forms of Identification:

- Title 14 of the Code of Federal Regulations (14 CFR) Part 61, section (§) 61.35(a)(3)(i), (ii), (iii), and (iv)
- FAA Order 8080.6 (as amended), “Test Procedures-General” Chapter
- FAA Order 8900.1, Volume 5, Chapter 1, § 3, pars. 5-54 B.1), B.2), B.4), C., and D.
Acceptable Forms of Age Verification:

- An applicant must present state or federal government-issued photo identification as proof that he or she is at least the minimum eligibility age required for the requested knowledge test as listed in the applicable table of this document and as stated in the applicable portion(s) of 14 CFR Part 61, sections (§§) 61.35(a)(3), 61.96(b)(1), 61.103(a)(b), 61.123(a), 61.153(a), 61.183(a), 61.305(a)(1); or 14 CFR Part 65, § 65.53(a).

Acceptable Forms of Test / Retest Authorization:

- Refer to the applicable page of this document for additional information on acceptable forms of airman knowledge test authorization.
- If an applicant no longer possesses his or her original Airman Knowledge Test Report (AKTR), which must be presented to the proctor in the case of a retest, he or she may present an 'expired test/credit' letter issued by the FAA’s Airmen Certification Branch.

Retesting for Higher Score:

- An applicant retesting, in an attempt to achieve a higher passing score, may retake the same test 30 days after the date of the last attempt. The applicant is required to submit the original applicable AKTR indicating the previous passing score to the proctor prior to testing. The proctor must:
  - collect and retain the original AKTR prior to administering the knowledge retest;
  - make a legible copy of the original AKTR, and attach the copy to the applicable daily log;
  - issue the new AKTR to the applicant; and
  - destroy the previously issued original AKTR.

  NOTE: If the testing center is approved for electronic filing, the proctor must: initial the test report within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; and destroy the AKTR. The proctor must verify the previously issued original has been successfully captured and stored prior to destroying the AKTR.

- The score of the most recent test taken is the official score.
GENERAL GUIDELINES & RECOMMENDATIONS

- This June 11, 2018, version of the FAA Airman Knowledge Testing Applicant Identification, Information, Verification, and Authorization Requirements Matrix supersedes the June 12, 2017 version.
- The proctor must make a legible photocopy of any identification and authorization documents presented at the time of applicant processing and attach these copies to the applicable daily log. **NOTE:** Testing centers possessing approval for electronic filing, may accomplish the identification and authorization documentation capture and storage process per their respective AKT ODA Holder’s Procedures Manual.
- An applicant must surrender his or her original AKTR to the Aviation Safety Inspector or examiner when making application for a certificate or rating. **NOTE:** An AKTR is considered an official, original AKTR only if it has an embossed (raised) seal.

REFERENCE MATERIAL LINKS

  - Requirements for certificates, ratings, and authorizations are addressed in 14 CFR § 61.3.
- **14 CFR Part 63**, Certification: Flight Crewmembers Other than Pilots
- **14 CFR Part 65**, Certification: Airmen Other than Flight Crewmembers
- **14 CFR Part 141**, Pilot Schools
- **14 CFR Part 147**, Aviation Maintenance Technician Schools
- **FAA Order 8080.6** (as amended), Conduct of Airman Knowledge Tests
- **FAA Order 8900.1**, Flight Standards Information Management System (FSIMS)
- A U.S. pilot wishing to obtain a Canadian license, or a Canadian pilot wishing to obtain a U.S. certificate, should review **FAA Advisory Circular (AC) 61-135**, Conversion Procedures and Processes for FAA Pilot Certificates and TCCA Pilot Licenses.
ACCEPTABLE FORMS OF APPLICANT ADDRESS VERIFICATION

The following forms must be signed by an FAA Aviation Safety Inspector or other designated personnel:

- [Link to FAA Form AC 8060-1]: FAA Airman Certificate
- [Link to FAA Form 8060-4]: Temporary Airman Certificate
- [Link to FAA Form 8420-2]: Medical Certificate – Class and Student Pilot Certificate
- [Link to FAA Form 8500-9]: Medical Certificate _________ Class
- [Link to FAA Form 8610-1]: Mechanic’s Application for Inspection Authorization
- [Link to FAA Form 8610-2]: Airman Certificate and/or Rating Application
- [Link to FAA Form 8710-1]: Airman Certificate and/or Rating Application
- [Link to FAA Form 8710-2]: Student Pilot Certificate

Other acceptable forms of applicant address verification:

- DD Form 93, Record of Emergency Data
- [Link to DD Form 2058]: State of Legal Residence Certificate
- [Link to Form DS-2019]: Certificate of Eligibility for Exchange Visitor (J-1) Status
  - (aka, Department of State / Department of Homeland Security “Student and Exchange Visitor Information System (SEVIS) eligibility printout”)
- Public utilities (i.e., water, electric, gas) statement
  - Statements from cable companies are NOT an acceptable form of address verification.
- Mortgage statement
- Lease agreement (signed)
- Property deed
- Property tax bill or receipt
- Homeowners or renters insurance statement
- Motor vehicle title/registration documentation
- U.S. Military 'Home of Record' documentation
- Voter registration card
The ATM airman knowledge test has a validity period of 60 calendar months.

Acceptable forms of retest authorization for ADX and FNX only:

Acceptable forms of retest authorization for all tests listed above (except ADX and FNX):

Acceptable forms of retest authorization for ACM and ATM only:

Acceptable forms of retest authorization for ADX and FNX only:

### Computer Testing Supplement for Airline Transport Pilot and Aircraft Dispatcher, FAA-CT-8080-7C (2005); & Addendum A (July 2011); Addendum B (May 2012); & Addendum C (April 2014)

<table>
<thead>
<tr>
<th>CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTTED TIME</th>
<th>PASSING SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACH</td>
<td>Airline Transport Pilot Helicopter <strong>Canadian Conversion</strong></td>
<td>40</td>
<td>23</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>ACM</td>
<td>Airline Transport Pilot Multiengine Airplane <strong>Canadian Conversion</strong></td>
<td>60</td>
<td>23</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>ADX</td>
<td>Aircraft Dispatcher</td>
<td>80</td>
<td>21</td>
<td>3.5</td>
<td>70</td>
</tr>
<tr>
<td>ARH</td>
<td>Airline Transport Pilot Helicopter (135) (Added Rating)*</td>
<td>50</td>
<td>21</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>ASC</td>
<td>Airline Transport Pilot Single Engine Airplane <strong>Canadian Conversion</strong></td>
<td>40</td>
<td>23</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>ATM</td>
<td>Airline Transport Pilot Multiengine Airplane</td>
<td>80</td>
<td>21</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>ATS</td>
<td>Airline Transport Pilot Single Engine Airplane (135)</td>
<td>90</td>
<td>21</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>FNX</td>
<td>Flight Navigator</td>
<td>80</td>
<td>N/A</td>
<td>3.0</td>
<td>70</td>
</tr>
</tbody>
</table>

* For additional information on added rating tests, refer to FAA Order 8080.6, Conduct of Airman Knowledge Tests, “Eligibility Requirements” Chapter.

** The ATM airman knowledge test has a validity period of 60 calendar months.

### Authorization for ALL tests listed above (except ACM and ATM):

- NO instructor endorsement or other form of written authorization is required for an initial attempt.
  
  (14 CFR §§ 61.153(f), 63.51, and 65.53)

### Acceptable form of authorization for ACM and ATM only:

- Graduation certificate issued by an authorized Part 121, 135, 141, or 142 Airline Transport Pilot (ATP) Certification Training Program (CTP) training provider certifying completion of the training required by § 61.156.
  
  o NOTE: The proctor must make a legible photocopy of the graduation certificate presented at the time of applicant processing, and attach this copy to the applicable daily log.
    
    ▪ If the testing center is approved for electronic filing, the proctor must: file the certificate in accordance with IAW their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; and destroy the original certificate to the applicant.

### Acceptable forms of retest authorization for all tests listed above (except ADX and FNX):

- Original passing Airman Knowledge Test Report (AKTR).

- Original expired AKTR.

- Original failed AKTR.
  
  o NOTE 1: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure. The applicant must also present an endorsement from an authorized instructor who gave the applicant additional training and who has determined the applicant proficient to pass the test.
    
    ▪ This endorsement may be in the form of a signed written statement, a signed logbook notation, or by completing the Authorized Instructor’s Statement portion of the failed AKTR. (14 CFR § 61.49(a)(2))
    
    ▪ For the ACM and ATM tests, the endorsement must be provided by an ATP CTP authorized ground instructor.
    
  o NOTE 2: The original AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    
    ▪ If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; and return the original AKTR to destruction.

### Acceptable forms of retest authorization for ADX and FNX only:

- Original passing AKTR.

- Original expired AKTR.

- Original failed AKTR.
  
  o NOTE 1: Requires a 30-day waiting period for retesting if the applicant presents a failed AKTR, but no authorized instructor endorsement. The applicant is required to submit the applicable AKTR indicating failure to the testing center prior to retesting.
    
    ▪ ADX: Retests do not require a 30-day waiting period if the applicant presents a signed statement from an instructor certifying that the airman has given the appropriate training in each of the failed subjects, and that the instructor certified the individual ready for retesting. (14 CFR § 65.19)
    
    ▪ FNX: Retests do not require a 30-day waiting period if the applicant presents a signed statement from a certificated flight navigator, certificated ground instructor, or a person approved by the FAA Administrator. (14 CFR § 63.59) This statement must certify that the individual has given the applicant additional instruction in each of the failed subjects, and that the individual considers the applicant ready for retesting.
    
  o NOTE 2: The original failed AKTR must be retained by the proctor and attached to the applicable daily log.
    
    ▪ If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; verify the original failed AKTR has been successfully captured and stored prior to destruction; and destroy the AKTR.
AVIATION MAINTENANCE TECHNICIAN:
AIRFRAME, GENERAL, & POWERPLANT


<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTTED TIME</th>
<th>PASSING SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMA</td>
<td>Aviation Maintenance Technician Airframe</td>
<td>100</td>
<td>N/A</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>AMG</td>
<td>Aviation Maintenance Technician General</td>
<td>60</td>
<td>N/A</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>AMP</td>
<td>Aviation Maintenance Technician Powerplant</td>
<td>100</td>
<td>N/A</td>
<td>2.0</td>
<td>70</td>
</tr>
</tbody>
</table>

An airman applicant may present one or more of the following acceptable forms of authorization for ALL tests listed above:

- Original FAA Form 8610-2, Airman Certificate and/or Rating Application.
  - NOTE 1: The proctor should verify that applicable blocks are marked (in upper left corner of form). Those not applicable will have a line drawn through them. (Example located in FAA Order 8080.6, Appendix.) If either or both the Airframe and Powerplant boxes are checked on the FAA Form 8610-2, along with the 'Original Issuance' box (and NOT the 'Added Rating' box), this serves as authorization for the Aviation Mechanic General (AMG) test. **DO NOT ACCEPT AN “ORIGINAL ISSUANCE” APPLICATION FOR AN AMG TEST ONLY.** (If the 'Added Rating' box is marked, this indicates that the AMG test is NOT required.)
  - NOTE 2: The proctor should ensure block V is completed, including date, inspector’s original signature, and FAA Flight Standards District Office (FSDO) identifier. (A sample form is located in Order 8080.6, Appendix.)
  - NOTE 3: The applicant must retain both original 8610-2 forms issued by the FSDO. The proctor must make a copy of the form and attach it to the applicable daily log (refer to Order 8080.6, ‘Test Procedures-General’ Chapter); or, if the testing center is approved for electronic filing, the proctor must file the form electronically IAW their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder's Procedures Manual.

- Certificate of graduation or completion from an FAA-certificated Aviation Maintenance Technician School (AMTS).
  - NOTE 1: The proctor must ensure the certificate includes the AMTS name and certificate number, graduation date, curriculum from which the applicant graduated, applicant name, and signature of an authorized school official.
  - NOTE 2: The proctor must ensure the applicant is only allowed the test(s) authorized on the certificate.
  - NOTE 3: The proctor must make a legible photocopy of the certificate presented at the time of applicant processing, and attach this copy to the applicable daily log; or, if the testing center is approved for electronic filing, the proctor must file the certificate electronically IAW their AKT ODA Holder’s Procedures Manual. The proctor must return the original certificate to the applicant.

- Military Certificate of Eligibility.
  - NOTE 1: The proctor must ensure the applicant is only allowed the test(s) authorized on the certificate; and that the test date does not precede the certificate date. (A sample certificate is located in Order 8080.6, Appendix.)
  - NOTE 2: The proctor must make a legible photocopy of the certificate presented at the time of applicant processing, and attach this copy to the applicable daily log; or, if the testing center is approved for electronic filing, the proctor must file the certificate electronically IAW their AKT ODA Holder’s Procedures Manual. The proctor must return the original certificate to the applicant.

Acceptable form of authorization for AMG (ONLY for applicants attending exempted AMTSs):

- Evidence of authorization to take the general test, based on the school having an exemption, issued per 14 CFR Part 11, from § 65.75(a).

Acceptable forms of retest authorization for ALL tests listed above:

- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - NOTE 1: Requires a 30-day waiting period for retesting if the applicant presents a failed AKTR, but no authorized instructor endorsement.
  - NOTE 2: Retests do not require a 30-day waiting period if the applicant presents a signed statement from an airman holding the certificate and rating(s) sought by the applicant. This statement must certify that the airman has given the applicant additional instruction in each of the subjects failed, and that the airman considers the applicant ready for retesting.
  - NOTE 3: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure to the testing center prior to retesting.
    - The original failed AKTR must be retained by the proctor and attached to the applicable daily log.
      - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; verify the original failed AKTR has been successfully captured and stored prior to destruction; and destroy the AKTR.
COMMERCIAL PILOT & MILITARY COMPETENCE

<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTED TIME</th>
<th>PASSING GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAX</td>
<td>Commercial Pilot Airplane</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>CBG</td>
<td>Commercial Pilot Balloon - Gas</td>
<td>60</td>
<td>16</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>CBH</td>
<td>Commercial Pilot Balloon - Hot Air</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>CCH</td>
<td>Commercial Pilot Helicopter <strong>Canadian Conversion</strong></td>
<td>40</td>
<td>18</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>CCP</td>
<td>Commercial Pilot Airplane <strong>Canadian Conversion</strong></td>
<td>40</td>
<td>18</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>CGX</td>
<td>Commercial Pilot Glider</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>CLA</td>
<td>Commercial Pilot Airship</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>CRG</td>
<td>Commercial Pilot Gyroplane</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>CRH</td>
<td>Commercial Pilot Helicopter</td>
<td>100</td>
<td>16</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>MCA</td>
<td>Military Competence Airplane</td>
<td>50</td>
<td>18</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>MCH</td>
<td>Military Competence Helicopter</td>
<td>50</td>
<td>18</td>
<td>2.0</td>
<td>70</td>
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<tr>
<td>MCI</td>
<td>Military Competence Instructor</td>
<td>SEE INSTRUCTOR, PAGE 10</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE 1**: An applicant retesting **AFTER FAILURE** is required to submit the applicable AKTR indicating failure, **along with an endorsement** from an authorized instructor who gave the applicant additional training and who has determined the applicant proficient to pass the test. (AC 61-65G) (14 CFR § 61.49(a)(2))

**NOTE 2**: The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log. If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; verify the original failed AKTR / authorization has been successfully captured and stored prior to destruction; and destroy the AKTR.
### FLIGHT ENGINEER

**Computer Testing Supplement for Flight Engineer, FAA-CT-8080-6A (1999)**

<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTTED TIME</th>
<th>PASSING SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEJ</td>
<td>Flight Engineer Turbojet <em>(Added Rating)</em></td>
<td>50</td>
<td>19</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>FEN</td>
<td>Flight Engineer Reciprocating Engine <em>(Basic)</em></td>
<td>80</td>
<td>19</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>FEP</td>
<td>Flight Engineer Turboprop <em>(Added Rating)</em></td>
<td>50</td>
<td>19</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>FER</td>
<td>Flight Engineer Reciprocating Engine <em>(Added Rating)</em></td>
<td>50</td>
<td>19</td>
<td>2.0</td>
<td>70</td>
</tr>
<tr>
<td>FET</td>
<td>Flight Engineer Turboprop <em>(Basic)</em></td>
<td>80</td>
<td>19</td>
<td>3.0</td>
<td>70</td>
</tr>
<tr>
<td>FEX</td>
<td>Flight Engineer Turbojet <em>(Basic)</em></td>
<td>80</td>
<td>19</td>
<td>3.0</td>
<td>70</td>
</tr>
</tbody>
</table>

*For additional information on added rating tests, refer to FAA Order 8080.6, Conduct of Airman Knowledge Tests, “Eligibility Requirements” Chapter.

An airman applicant may present one or more of the following acceptable forms of authorization for ALL BASIC tests listed above:

- FAA or International Civil Aviation Organization (ICAO) member nation unrestricted commercial pilot certificate with an instrument rating; or airline transport pilot certificate not limited to visual flight rules (VFR).
- Original FAA Form 8060-7, Airman’s Authorization for Written/Knowledge Test.
  - NOTE: The proctor should verify all applicable blocks are completed, including the inspector’s printed name and original signature.

Acceptable form of authorization for ALL ADDED RATING tests listed above:

- Flight engineer certificate or an Airman Knowledge Test Report (AKTR) for a flight engineer original class rating.

Acceptable forms of retest authorization for ALL tests listed above:

- Original passing AKTR.
- Original expired AKTR.
- Original failed AKTR.
  - NOTE 1: An applicant retesting AFTER FAILURE, within 30 days of failing the knowledge test, is required to submit the applicable AKTR indicating failure, along with an endorsement from an authorized instructor who gave the applicant the required additional training.
  - NOTE 2: An applicant retesting, more than 30 days after failing the knowledge test, is only required to submit the applicable AKTR indicating failure. *(14 CFR § 63.41)*
  - NOTE 3: The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; verify the original failed AKTR / authorization has been successfully captured and destroyed; and destroy the AKTR.
Acceptable form of authorization:
- FAA Form 8610-1, “Mechanic’s Application for Inspection Authorization”. (A sample form is located in Order 8080.6, Appendix A.)
  - NOTE 1: Item 12, “REMARKS” block, must state, “Endorsement expires in 30 days.”
  - NOTE 2: Item 14, “RECORD OF ACTION”, must be completed, including “ENDORSEMENT” block checked, date, inspector original signature, and office identification.
  - NOTE 3: After reviewing the Form 8610-1 for proper completion, including verification of endorsement date validity, proctors must retain the form. The original 8610-1 must be destroyed by the test proctor once the applicant has been issued an official Airman Knowledge Test Report (AKTR). The proctor must make a copy of the form and attach it to the applicable daily log; or, if the testing center is approved for electronic filing, the proctor must file the form electronically in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual.

Acceptable forms of retest authorization:
- Original passing AKTR.
- Original failed AKTR.
  - NOTE 1: Requires a 90-day waiting period for retesting AFTER FAILURE. The applicant is required to submit the applicable AKTR indicating failure to the testing center prior to retesting. No instructor signoff is required due to the 90-day waiting period.
  - NOTE 2: The original failed AKTR must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; verify the original failed AKTR has been successfully captured and stored prior to destruction; and destroy the AKTR.

Unacceptable form of retest authorization:
- Original expired AKTR.
  - NOTE: This is NOT an acceptable form of retest authorization for the IAR test. Follow FAA Form 8610-1 procedures outlined above.
<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTTED TIME</th>
<th>PASSING SCORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFA</td>
<td>Flight Instructor Airplane (Added Rating)*</td>
<td>25</td>
<td>16</td>
<td>1.0</td>
<td>70</td>
</tr>
<tr>
<td>AFG</td>
<td>Flight Instructor Glider (Added Rating)*</td>
<td>25</td>
<td>16</td>
<td>1.0</td>
<td>70</td>
</tr>
<tr>
<td>AGI</td>
<td>Ground Instructor (Advanced)</td>
<td>100</td>
<td>16</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>BGI</td>
<td>Ground Instructor (Basic)</td>
<td>80</td>
<td>16</td>
<td>2.5</td>
<td>70</td>
</tr>
<tr>
<td>FIA</td>
<td>Flight Instructor Airplane</td>
<td>100</td>
<td>16</td>
<td>2.5</td>
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<td>Flight Instructor Sport Weight-Shift-Control **</td>
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<td>SIY</td>
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<td>70</td>
<td>16</td>
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</tbody>
</table>

*For additional information on added rating tests, refer to FAA Order 8080.6, Conduct of Airman Knowledge Tests, ‘Eligibility Requirements’ Chapter. The above added rating tests may only be taken if the applicant already holds a Flight Instructor certificate (14 CFR § 61 Subpart H); these tests do not apply to Flight Instructors with only a Sport Pilot Rating (14 CFR § 61 Subpart K).

**See SPORT PILOT authorization information below.

Authorization for Flight and Ground Instructor tests listed above (except AFA, AFG, GFA, and HFA):
- Requires NO instructor endorsement or other form of written authorization.

Acceptable forms of authorization for Flight Instructor ADDED RATING tests listed above (AFA, AFG, GFA, and HFA):
- Written statement or logbook endorsement from an authorized ground or flight instructor certifying that the applicant completed an applicable ground training or home study course. (14 CFR § 61.185(a)(2) and/or (3))

An airman applicant may present one or more of the following acceptable forms of authorization for SPORT PILOT Flight Instructor tests listed above (SIA – SIY):
- Certificate of graduation issued by an FAA certificated pilot school. (14 CFR § 61.71(a))
- Written statement or logbook endorsement from an authorized ground or flight instructor certifying that the applicant completed an applicable ground training or home study course and is prepared for the knowledge test. (14 CFR § 61.407)
- Signed letter of acceptance from the FAA Light Sport Standardization Board (LSSB). (NOTE: The LSSB letter is valid for two years from the date of the letter.)
  - A copy of the letter may be retained by the testing center. NOTE: If the testing center is approved for electronic filing, the proctor may file the form electronically in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual.

Acceptable forms of retest authorization for ALL tests listed above:
- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - NOTE1: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure, along with an endorsement by an authorized instructor who gave the applicant the required additional training. (14 CFR § 61.49(a)(2))
  - NOTE 2: The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; verify the original failed AKTR / authorization has been successfully captured and stored; and destroy the AKTR.
INSTRUMENT RATING


<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTTED TIME</th>
<th>PASSING SCORE</th>
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<tr>
<td>AIF</td>
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<td>FIH</td>
<td>Flight Instructor Instrument Helicopter</td>
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<td>FII</td>
<td>Flight Instructor Instrument Airplane</td>
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*For additional information on added rating tests, refer to FAA Order 8080.6, Conduct of Airman Knowledge Tests, “Eligibility Requirements” Chapter.

Acceptable form of authorization for AIF and HIF:
- Written statement or logbook endorsement from an authorized ground or flight instructor certifying that the applicant completed an applicable ground training or home study course. (14 CFR § 61.185(a)(1))

Authorization for FIH, FII, ICH, ICP, IFP, and IGI:
- Requires NO instructor endorsement or other form of written authorization.

An airman applicant may present one or more of the following acceptable forms of authorization for IRA and IRH:
- Certificate of graduation or a statement of accomplishment certifying the satisfactory completion of the ground school portion of a course from a FAA certificated pilot school. (14 CFR § 61.71(a))
- Written statement or logbook endorsement from an FAA authorized ground or flight instructor certifying that the applicant is prepared to take the required knowledge test. (14 CFR § 61.65(a)(4))

Acceptable forms of retest authorization for ALL tests listed above:
- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - NOTE 1: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure. The applicant must also present an endorsement from an authorized instructor who gave the applicant additional training and who has determined the applicant proficient to pass the test. This endorsement may be in the form of a signed written statement, a signed logbook notation, or by completing the Authorized Instructor’s Statement portion of the failed AKTR. (14 CFR § 61.49(a)(2))
  - NOTE 2: The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; verify the original failed AKTR / authorization has been successfully captured and stored prior to destruction; and destroy the AKTR.
PARACHUTE RIGGER

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<th>TEST CODE</th>
<th>TEST NAME</th>
<th>NUMBER OF QUESTIONS</th>
<th>AGE</th>
<th>ALLOTED TIME</th>
<th>PASSING SCORE</th>
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<td>RIG</td>
<td>Parachute Rigger</td>
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<td>RMC</td>
<td>Parachute Rigger Military Competence</td>
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<td>17</td>
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Acceptable form of authorization for BOTH tests listed above:
- Original FAA Form 8610-2, Airman Certificate and/or Rating Application.
  (A sample form is located in FAA Order 8080.6, Appendix A.)
  - NOTE 1: Proctor should verify that applicable blocks are marked (in upper right corner of form). Those not applicable will have a line drawn through them.
  - NOTE 2: Proctor should ensure block V is completed, including date, inspector's original signature, and FAA Flight Standards District Office (FSDO) identifier.
  - NOTE 3: The applicant must retain both original 8610-2 forms issued by the FSDO. The proctor must make a copy of the form and attach it to the applicable daily log; or, if the testing center is approved for electronic filing, the proctor must file the form electronically in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder's Procedures Manual.

Acceptable forms of retest authorization for BOTH tests listed above:
- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - NOTE 1: Retests do not require a 30-day waiting period if the applicant presents a signed statement from an airman holding a certificate and rating sought by the applicant. This statement must certify that the airman has given the applicant additional instruction in each of the subjects failed, and that the airman considers the applicant ready for retesting.
  - NOTE 2: A 30-day waiting period for retesting is required if the applicant presents a failed AKTR, but no authorized instructor endorsement.
  - NOTE 3: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure to the testing center prior to retesting.
    - The original failed AKTR must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; verify the original failed AKTR has been successfully captured and stored prior to destruction; and destroy the AKTR.
An airman applicant may present one or more of the following acceptable forms of authorization for all tests listed above (except PCH and PCP):

- Certificate of graduation issued by an FAA certificated pilot school (14 CFR § 61.71(a)).
- Written statement or logbook endorsement from an authorized ground or flight instructor certifying that the applicant completed an applicable ground training or home study course and is prepared for the knowledge test (14 CFR § 61.35, 61.96(b)(3) or 61.103(d)(2)).

Authorization for PCH and PCP only:
- Requires NO instructor endorsement or other form of written authorization.

Acceptable forms of retest authorization for ALL tests listed above:
- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - NOTE 1: An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure. The applicant must also present an endorsement from an authorized instructor who gave the applicant additional training and who has determined the applicant proficient to pass the test. This endorsement may be in the form of a signed written statement, a signed logbook notation, or by completing the Authorized Instructor’s Statement portion of the failed AKTR. (14 CFR § 61.49(a)(2))
  - NOTE 2: The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; verify the original failed AKTR / authorization has been successfully captured and stored prior to destruction; and destroy the AKTR.
<table>
<thead>
<tr>
<th>TEST CODE</th>
<th>TEST NAME</th>
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<th>AGE</th>
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<td>Sport Pilot Powered Parachute</td>
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<td>SPW</td>
<td>Sport Pilot Weight-Shift-Control</td>
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An airman applicant may present one or more of the following acceptable forms of authorization for ALL tests listed above:

- Certificate of graduation issued by an FAA certificated pilot school. (14 CFR § 61.71(a))
- Written statement or logbook endorsement from an authorized ground or flight instructor certifying that the applicant completed an applicable ground training or home study course and is prepared for the knowledge test. (14 CFR §§ 61.309)

Acceptable forms of retest authorization for ALL tests listed above:

- Original passing Airman Knowledge Test Report (AKTR).
- Original expired AKTR.
- Original failed AKTR.
  - **NOTE 1:** An applicant retesting AFTER FAILURE is required to submit the applicable AKTR indicating failure. The applicant must also present an endorsement from an authorized instructor who gave the applicant additional training and who has determined the applicant proficient to pass the test. This endorsement may be in the form of a signed written statement, a signed logbook notation, or by completing the Authorized Instructor’s Statement portion of the failed AKTR. (14 CFR § 61.49(a)(2))
  - **NOTE 2:** The original failed AKTR presented as authorization must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR in accordance with (IAW) their Airman Knowledge Testing (AKT) Organization Designation Authorization (ODA) Holder’s Procedures Manual; **verify the original failed AKTR / authorization has been successfully captured and stored prior to destruction**; and destroy the AKTR.
## UNMANNED AIRCRAFT SYSTEMS


<table>
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<th>TEST CODE</th>
<th>TEST NAME</th>
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<td>UGR</td>
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</table>

### Authorization for the UAG test:
- Requires NO instructor endorsement or other form of written authorization.

### Acceptable form of authorization for the UGR test:
- Remote Pilot Certificate with a Small Unmanned Aircraft Systems (sUAS) rating.

### Acceptable forms of retest authorization for BOTH tests listed above:
- Original **passing** Airman Knowledge Test Report (AKTR).
  - **NOTE:** No instructor endorsement or other form of written authorization is required to retest.
- Original **expired** AKTR.
- Original **failed** AKTR.
  - **NOTE 1:** Requires a 14-day waiting period for retesting.
  - **NOTE 2:** An applicant retesting **AFTER FAILURE** is required to submit the applicable AKTR indicating failure to the testing center prior to retesting.
  - **NOTE 3:** No instructor endorsement or other form of written authorization is required to retest **AFTER FAILURE**.
  - **NOTE 4:** The original failed AKTR must be retained by the proctor and attached to the applicable daily log.
    - If the testing center is approved for electronic filing, the proctor must: initial the AKTR within the embossed seal; file the AKTR IAW their AKT ODA Holder’s Procedures Manual; **verify the original failed AKTR has been successfully captured and stored prior to destruction**; and destroy the AKTR.