IACRA/LOGBOOK CHECKLIST

- ☐ PLEASE HAVE YOUR INSTRUCTOR VERIFY THAT EACH LINE IS COMPLETED BY INITIALING EACH BOX
- ☐ PLEASE VERIFY YOUR IACRA & GRADUATION DATE ARE SIGNED
- ☐ PLEASE VERIFY YOUR ENDORSEMENTS ARE SIGNED
- ☐ PLEASE VERIFY YOUR ADDRESS IS CORRECT ON YOUR IACRA INCLUDING THE STATE
- ☐ PLEASE VERIFY THE NAME IS THE SAME ON THE WRITTEN TEST RESULTS/ID & IACRA
- ☐ PLEASE VERIFY & **INITIAL** THESE IACRA BOX AREAS ARE CORRECT IN THE BOXES BELOW
- ☐ **VERIFY THE NAME AND SPELLING ARE THE SAME ON THE IACRA, ON THE ID, & ON THE PILOT CERTIFICATE**
- ☐ I.A. D. CHECK CITY STATE/COUNTRY IS CORRECT
- ☐ I.M. USE CURRENT & LATEST CERTIFICATE
- ☐ I.N. & LATEST/NEWEST MEDICAL DATE ISSUED
- ☐ I.O. NO OR EXPLAIN
- ☐ **IF YOUR AIRPORT ISN'T LISTED: MAKE A FLIGHT PLAN THAT IS FARTHER THAN 200 for PRIVATE; FARTHER THAN 250 for INSTRUMENT; AND FARTHER THAN 300 for COMMERCIAL CROSS-COUNTRY CHECKRIDES**
- ☐ **IF DOING A COMMERCIAL CHECKRIDE, VERIFY THAT YOUR <u>NIGHTTIME</u> AND <u>INSTRUMENT</u> TIME ARE LOGGED AS 61.129 ONLY**
- ☐ **II.2B MAKE SURE ALL 4 PIC TIME ENTRIES ARE CORRECT AND LINE III TOTAL TIME IN PIC TIME IS CORRECT AND IS NOT MORE THAN YOUR TOTAL AIRCRAFT TIME.**
- ☐ II. C. NO IS CORRECT IF APPLICABLE
- ☐ II.C.3 VERIFY GRADUATION DATE IS CORRECT
- ☐ III. REQUIREMENTS PIC PLUS INSTRUCTION TIME
- ☐ III. CHECK THAT CLASS TOTALS ARE CORRECT & ALL BOXES CHECKED
- ☐ III. REQUIREMENTS PIC AIRPLANE TIME PLUS INSTRUCTION TIME EQUALS ___
- ☐ III. NOTIFY DPE IF YOU HAVE A DUAL CITIZENSHIP
- ☐ **III. VERIFY ATD/FTD INSTRUCTION RECEIVED _____**
- ☐ **III. VERIFY ATD/FTD INSTRUMENT INSTRUCTION RECEIVED _____**
- ☐ III. MAKE SURE INSTRUMENT TIME **IN THE SIMULATOR** IS FILLED IN UNDER ATD
- ☐ III. PLEASE FILL ALL ATD TIME ON IACRA ON THE **FAR RIGHT** COLUMNS
- ☐ III. AIRPLANE INSTRUCTION TIME DOES NOT INCLUDE ATD TIME
- ☐ III. IF YOU ARE A PRIVATE PILOT APPLICANT WITH AN INITIAL CHECK-RIDE YOUR   PIC/SOLO TIME PLUS YOUR INSTRUCTION TIME WILL ADD UP TO YOUR TOTAL TIME
- ☐ III. IF YOUR PRIVATE PILOT RETESTS, ONLY YOUR PIC TIME PLUS YOUR INSTRUCTION TIME WILL ADD UP TO YOUR TOTAL TIME.
- ☐ III. IF YOU ARE A COMMERCIAL OR INSTRUMENT OR CFII APPLICANT YOUR PIC TIME PLUS YOUR INSTRUCTION TIME WILL BE MORE THAN YOUR TOTAL TIME.
- ☐ IV. NO INITIAL OR YES IF A RETEST IS CHECKED CORRECTLY
- ☐ VERIFY ADDRESS **STATE & ZIP** CODE COMPLETE AND CORRECT ON PAGE 1 PAGE 3.
- ☐ ALSO USE CHECKLIST IN THE BACK OF THE ACS OF WHAT TO BRING
- ☐ MAKE SURE YOU BRING YOUR PASSWORD AND USERNAME FOR IACRA WITH YOU

I, INSTRUCTOR _____

&

I, APPLICANT _____

Verify that each section and each block of this applicant's IACRA is complete, checked, and correct.