

Application for a US Pilot Certificate **By Foreign Licensed Pilots**

For WSPA Seminar, Truckee, CA July 23 – 27, 2018
By Mary E. Rust, WSPA President

Timeline: This process has several steps with different dates.

First read all the information below, both the steps and the notes at the end.

The 2018 Seminar site corresponds to the Reno, Nevada office of the US Federal Aviation Administration (FAA). Pilot certification is administered in the US by Flight Standards District Offices (FSDO).

Note: if you already have a US Pilot Certificate and want to renew that, and you reside in Europe, you can use a different process than this:

https://www.faa.gov/licenses_certificates/airmen_certification/easa/

If you are making a new application for a US certificate or you reside outside Europe, follow the steps below. The forms you need to fill out are all available online.

- 1. February 1 - May 1, 2018** - Mail your completed Verification of Authenticity form (see details below) to the FAA in Oklahoma City, Oklahoma. It should come back to you within 2 to 4 weeks, according to the FSDO in Reno.
- 2. March 1 - July 1, 2018** - Download the Airman Certificate and/or Rating Application (see details below) and fill it out, carefully following the instructions. Bring your completed form with you to Reno at least one or two business days before the Seminar begins.
- 3. July 1-10, 2018** - Call the Reno FSDO to make an appointment for the day you will come to Reno, probably during Wednesday - Friday, July 16 - 20. This office is open Monday through Friday only. You can go on-line to see hours of operation, address, phone number, etc., see details below.
- 4. When you arrive in the US** - Bring your paperwork to the Reno FSDO:
 1. Your Passport
 2. Your Foreign License and Medical Certificate (with English transcription)
 3. Your Verification of Authenticity
 4. Your Airman Certificate and/or Rating Application
 5. Your pilot logbook/record of flight experience
 6. Optional: Any other information that you feel might be helpful for the Officer at the Reno FSDO to see your ratings and/or how your country issues them.
- 5. When you arrive at the Seminar** - You will need to present both your home country and US pilot documents, and to carry both of your certificates while flying.

How to Do All This

Step 1: Verification of Authenticity (Form 8060-71). Read the information below and at the end about filling this out. Do not send this form to the FAA until after Feb. 1, 2018 because **it will be good for only 6 months**. You do not want it to expire before the WSPA Seminar, July 23 - 27.

Information about this process:

https://www.faa.gov/licenses_certificates/airmen_certification/foreign_license_verification/

Form 8060-71: http://www.faa.gov/documentLibrary/media/Form/AC_8060-71.pdf

A. Fill in the blanks with your current certificate information. Read the "Additional Information" below before filling this out.

B. Print it out and mail it (physically) to: Department of Transportation, Federal Aviation Administration, Airmen Certification Branch, AFS-760, PO Box 25082, Oklahoma City, OK 73125 USA. Include in your envelope a copy of your foreign pilot license and medical license or endorsement. If these are not written in English, also provide an "English Translation of your pilot's license." Be sure to make extra copies of all your documents, for yourself, to bring along to the US.

Step 1A: Wait. It will take 2 to 4 weeks for the FAA checks with your country and verify all the information. When the Verification of Authenticity is approved and is returned to you by mail, save it to bring with you and your original/current pilot certificate and other documents to the US in July.

Step 2. Airman Certificate and/or Rating Application (Form 8710-1). This is the other form you will need for your application for your US license. You can download this and fill it in before you travel. **When you arrive to fly at the Seminar, you must go first to the Reno FSDO to get your US Pilot Certificate.**

Form 8710-1: http://www.faa.gov/documentLibrary/media/Form/FAA_Form_8710-1.pdf

Step 3: Make an appointment at the **Reno FSDO, 5466 Longley Lane, Reno, Nevada 89511**. Call them [775-858-7700] a week or two ahead to set up an appointment that fits into your schedule, or you may go on line to: **https://www.faa.gov/about/office_org/field_offices/fsdo/nev/** and send them an email requesting an appointment time, at a time that you prefer. This web page also has directions to find the office and the days and hours that they are open (Monday through Friday only).

Step 4: Your FSDO Appointment. **Bring all of your paperwork to the FSDO** (Passport, Original/Current Pilot Certificate, Medical License/Endorsement,

Verification of Authenticity Form 8060-71, Airman Certificate and/or Rating Application Form 8710-1, Logbook/Flight Records, any other documentation). Your interview will review these documents and include an English proficiency check.

English Proficiency - To demonstrate you can read, write and speak English well enough to fly and communicate from airplanes in the US, you will have a short test during your visit to the FSDO in Reno. It will probably consist of reading and filling out a form, and then having a conversation with the officer at the FSDO who is certifying you.

Step 5: When you arrive at the WSPA seminar with your US Pilot Certificate, we will also need to see your foreign (home-country) license to verify which type(s) of glider launch you are qualified to perform. And remember, **you are required to carry both your foreign certificate and your US certificate while piloting an aircraft in the United States.** Your US certificate is only valid when connected to your original foreign (home-country) certificate. If you are planning to fly as Pilot in Command (solo) in the United States, you will first need to complete a **Flight Review with a Certified Flight Instructor (CFI).** This consists of at least one hour of flight time (or in gliders, 3 shorter flights instead) and one hour of ground training that reviews flight rules and standards. For flying at the Seminar, please remember to advise us ahead of time that you need a flight review.

Additional information and notes.

Note 1: **Do not wait until May to begin this process.** If something delays it, you may not have enough time to resolve the problem before the Seminar.

Note 2: After your request for Verification of Authenticity (AC Form 8060-71, Step 1 above) is received, the FAA sends a request to your country to verify all the information you sent. Many countries are already organized to do this, as part of a group of countries that honor each other's pilots' ratings. But if you are from a country that does not participate in this group, then the application process may take a little longer and may include a few extra steps. In either case, when your information is fully verified the FAA will send you a completed Verification of Authenticity. This process can take 2 to 4 weeks.

Note 3: When filling out the "Airman Certificate and/or Rating Application" (Form 8710-1), in the box that asks place of birth, foreign pilots only need to put the City and the Country (example: Paris, France).

In the box that asks if you have a medical certificate, write the grade or level and date issued. If you are from a country that adds it as an endorsement, then only write the word "endorsement." You do not have to fill in section 3 (or III) if you do not want to, this is optional.

When you download this form, it comes with instructions as part of the PDF. We recommend that you make some extra copies of the form and practice filling it in, before you make your final draft. The FAA is very strict about the way the form is filled in.

In particular, you must write all dates with the MONTH-DATE-YEAR and hyphens, like this: 12-03-2009, not like this: 12/01/2009.

Also your weight must be in pounds (lbs.) and your height must be in inches, and neither of these number can have a symbol after it. This part should look like this: "Weight: 150", and not like this: "Weight: 150 lbs". Height should look like this: "Height: 75", and not like this: ' Height: 75" ' nor "Height: 75 in". For a conversion chart from kg to lbs go to: <http://www.metric-conversions.org/cgi-bin/util/conversion-chart.cgi?type=5&from=2&to=12>

If you have further questions, please contact Mary Rust, WSPA President, at maryflies@roadrunner.com or by cell phone: (909) 519-0420.