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FAA STUDENT PILOT CERTIFICATE IN IACRA

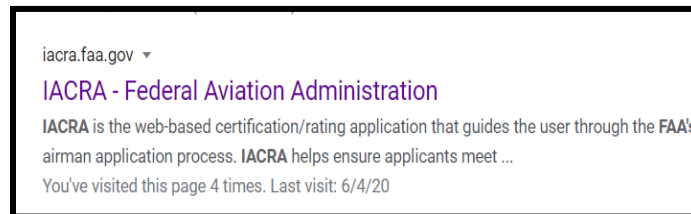
WHAT DOES IACRA DO?

IACRA processes applications for airman certification via the web. IACRA interfaces with multiple FAA national databases to validate data and verify specific fields. IACRA automatically ensures applicants meet regulatory and policy requirements through business rules and data validation. It implements use of digital signatures throughout the certification process. IACRA automatically forwards your 8710-1 application and your test results to the Airman Registry. No paper documents are sent to the Registry!

WHAT IS YOUR FTN?

The FTN (FAA Tracking Number) is assigned to you by the FAA after you complete your registration in IACRA. Please record your FTN as it will be required later by your instructor and/or certifying officer.


APPLYING FOR A STUDENT PILOT CERTIFICATE



REGISTERING ON THE IACRA SITE: <https://iacra.faa.gov/IACRA/Default.aspx>

- Click the **[Register]** link near the top right of IACRA home page
- 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
- On the IACRA User Profile Information page, please enter all the information.
 - If you don't have an existing certificate just leave that section blank.
 - Use your full legal name, including any suffix
IMPORTANT NOTE : This name must match the name on your Knowledge Test (if test was taken).
 - Please enter a valid email address. IACRA will use it for important notifications.
 - Create a user name and strong password. Please write user name and password down.
 - Click **[Register]**
- If there is any required information missing, there will be error messages. IACRA will display your FTN (FAA Tracking Number). **Please write this number down**; it will also be emailed to you. This number is your unique identifier, and for most application types you must provide it to your Instructor and/or Certifying Officer to complete an application.


If you start an Airman application, additional personal information will be required (residential address, height, weight, etc.)



Federal Aviation Administration

Click on the "New User Guide" Link

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- What's new in IACRA
- Frequently Asked Questions
- Aircraft Search
- Site Feedback
- Contact Us
- Training and Documentation
- Helpful FAA Links
- Available Certifications and Ratings



Integrated Airman Certification and Rating Application (IACRA)

IACRA is the web-based certification/rating application that guides the user through the FAA's airman application process. IACRA helps ensure applicants meet regulatory and policy requirements through the use of extensive data validation. It also uses electronic signatures to protect the information's integrity, eliminates paper forms, and prints temporary certificates.

New to IACRA? Please read the [New User Guide](#).

Trouble Viewing Documents? Please make sure your browser [allows popups](#) in IACRA.

What's new in IACRA

IACRA Version 10.3

This release contains the following changes:

- Password requirements were updated in accordance with FAA Order 1370.121 [A-(51)]:
 - Passwords must contain no more than two consecutive like characters.
 - Passwords must not contain all or part of the user's account name.
 - Passwords cannot be reused for 24 generations.
- For DMS Group II Designees, entry of the pre-approval number will now be required.
- Other Government issued documents for Airman Identification has been expanded and is now a drop down list for selection.

[read more](#)

Frequently Asked Questions

Username:

Password:

[Forgot Username or Password?](#)

[Login](#) or [Register](#)


[FAA Employee Login](#) [Help](#)

Need Help?

Download the latest version of the [IACRA Instruction Manual \(8.7\)](#) for help on login, registration, new screen layouts, consoles, and ATP CFR 61.121, 141 and 135 certifications:

-- or download the previous version of the [IACRA Instruction Manual \(7.6\)](#) for all other IACRA functionality.

-- or visit our [Training and Documentation](#) page for more information.



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Read the Guide then click on the "Student Pilot" link

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IACRA - Help and Information

New User Guide

IACRA is an FAA web site that allows people to apply for new Airman Certificates, or to upgrade their existing certificates. The entire application process takes place on the website, including electronic signing of applications, and at the end of the process all the necessary documents will be sent electronically to the Airman Registry.

The following steps will walk you through registering as an Applicant.


Registering as an Applicant in IACRA

- 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.
- On the IACRA User Profile Information page, please enter all the information.
 - ***If you don't have an existing certificate, leave that section blank.***
 - Use your full legal name, including any suffix.
IMPORTANT NOTE : This name must match the name on your Knowledge Test (if test was required).
 - Please enter a valid email address. IACRA will use it for important notifications.
 - Create a user name and strong password. Please remember your password.
 - Click Register.
 - If there is any required information missing, there will be error messages.
- IACRA will display your FTN (FAA Tracking Number). Please write this number down; it will also be emailed to you. This number is your unique identifier, and for most application types you must provide it to your Instructor and/or Certifying Officer to complete an application.
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Common New User Applications


Typically, a new user's first experience with IACRA will be to apply for a Student Pilot or Remote Pilot certificate. There is only one type of application for Student Pilot, but there are two types for Remote Pilot, and each of those Remote Pilot types has its own user guide. Users holding an FAA issued pilot's certificate that also have a current flight review may take the online Remote Pilot Training Course and use that as the basis for their application. All other users must instead complete the Remote Pilot Knowledge Test at a regional Testing Center. Follow the appropriate link below for those user guides.

- [Student Pilot](#)
- [Remote Pilot with Knowledge Test](#)
- [Remote Pilot with Training Course](#)



U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
1-866-TELL-FAA (1-866-835-5322)

Readers & Viewers



Web Policies

Web Policies & Notices
Privacy Policy

Government Sites

DOT.gov
USA.gov
Regulations.gov
Data.gov



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IACRA - Help and Information

Read the Guide!

New User Guide - Student Pilot

Part 1: Starting a Student Application

- Login to IACRA with your username and password. If you don't remember them, follow the "Forgot Username or Password" link.
- Applicant Console
 - You can start a Student Pilot application once you turn 13 years old, but you can't complete it until you're within 90 days of your 14th birthday, or older.
 - From the Applicant Console, you can start new applications and view any existing applications. Click Start New Application
 - Select 'Pilot' from the Application Type dropdown list. This will now show the different types of pilot certificates IACRA has available.
 - Click on Student Pilot There is no other information required to start a student application, so click Start Application.

Part 2: Student Application Process

- The Application Process page will open, and the Personal Information section will be open. This section will be prepopulated with the information you entered when you registered. If no changes are needed, click the green Save & Continue button in the bottom of this section.
- The Certificate Held section will open. Answer the English Language and Drug Conviction questions. If you have a medical certificate enter it, but it is not required for Student pilots. Click Save & Continue.
- The Basis of Issuance section will open. There is no information needed in this section so click Save & Continue.
- The Pilot Time section will open. There is no information needed in this section so click Save & Continue.
- The Review and Submit section will open.
 - Answer the Denied Certificate question.
 - Summary information info will be displayed.
 - You must view the Privacy Act and Review your application before you can submit your application. Click Submit Application.
- Your application is NOT complete at this point. You must meet with a Certified Flight Instructor, also known as a Recommending Instructor (RI) in IACRA, to complete the process. You must bring valid photo ID to that meeting.

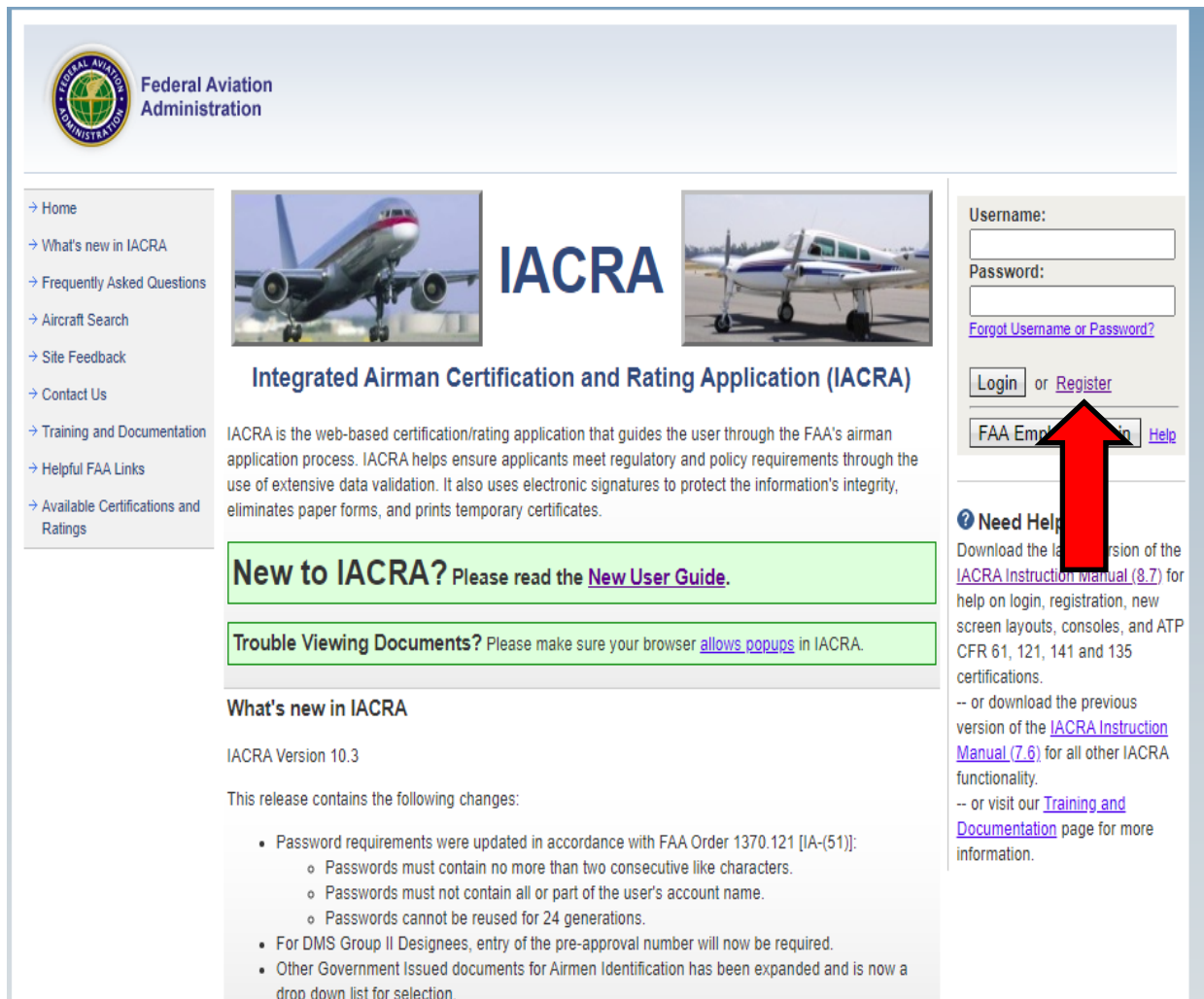
Part 3: Certifying Process

- Once you are within 90 days of your 14th birthday, you will meet with an RI and they look you up using your FTN and they will start the Certifying Checklist.
- The RI will verify your identity and enter ID information. They will also verify your English Language Proficiency and that you meet minimum Student Age requirements.
- After reviewing the application together, the RI will verify that you have reviewed the Privacy Act and the Pilot Bill of Rights.
- You (the applicant) will enter your username and password and then electronically sign the Pilot's Bill of Rights Acknowledgement and the Student Pilot application.
- The RI will reenter their credentials to continue the Checklist.
- The RI will sign and complete your application.
- The temporary Student Pilot certificate will be available on the Applicant Console in about 7 days after both these conditions are met:
 - You are at least 14 years old
 - and, you have been successfully vetted by the Transportation Security Administration (TSA)
- Your application will now be electronically sent to the FAA Airman Certification branch.
- Your permanent certificate will arrive by mail.



STARTING A STUDENT APPLICATION

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- Applicant Console
 - You can start a Student Pilot application once you turn 13 years old, but you can't complete it until you're within 90 days of your 14th birthday, or older
 - From the Applicant Console, you can start new applications and view any existing applications. Click **[Start New Application]**
 - Select **[Pilot]** from the Application Type dropdown list. This will now show the different types of pilot certificates IACRA has available.
 - Click on **[Student Pilot]**. There is no other information required to start a student application, so click **[Start Application]**.



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IACRA

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-- or download the previous version of the [IACRA Instruction Manual \(7.6\)](#) for all other IACRA functionality.
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Password:
[Forgot Username or Password?](#)
 or [Register](#)
 [Help](#)

STUDENT APPLICATION PROCESS

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 - You must view the Privacy Act and Review your application before you can submit your application. Click **[Submit Application]**.
- Your application is NOT complete at this point. On your next meeting with your Flight Instructor (also known as a Recommending Instructor (RI) in IACRA) you will complete the process. You must bring valid photo ID to that meeting.



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IACRA - Select Role(s)

Please select the role or roles below for which you would like to register.

Applicant	
<input type="checkbox"/> Applicant	
Instructors	
<input type="checkbox"/> Air Carrier Flight Instructor	- (CFR 121, 135)
<input type="checkbox"/> Chief / Assistant Chief Flight Instructor	- (CFR 141)
<input type="checkbox"/> 142 Recommending Instructor	- (CFR 142)
<input type="checkbox"/> Recommending Instructor	- (CFR 61, 65, 141, SIC, Student, Remote, Flight Review)
Certifying Officers	
<input type="checkbox"/> Aircrew Program Designee	- (CFR 121, 135)
<input type="checkbox"/> Airman Certification Representative	- (DMS - DPE, SAE & ADMIN PE)
<input type="checkbox"/> Airman Certification Representative (FIRC only)	- (FIRC) (DMS - DPE, SAE & ADMIN PE)
<input type="checkbox"/> Aviation Safety Inspector	- (FAA)
<input type="checkbox"/> Aviation Safety Technician	- (FAA)
<input type="checkbox"/> Designated Examiner	- (DMS - DPE & SAE)
<input type="checkbox"/> Training Center Evaluator	- (CFR 142, 121, 135)
Admin	
<input type="checkbox"/> School Administrator	- (CFR 141, 142, 121, 135)

Terms of Service (TOS)

You are accessing a U.S. Government information system, which includes (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only.

Unauthorized or improper use of this system may result in disciplinary action, as well as civil and criminal penalties.

By using this information system, you understand and consent to the following:

1. You have no reasonable expectation of privacy regarding any communications or information transiting or stored on this information system. At any time, the government may for any lawful government purpose monitor, intercept, search, and seize any communication or information transiting or stored on this information system.
2. Any communications or information transiting or stored on this information system may be disclosed or used for any lawful government purpose.

[Agree to TOS and Continue >>](#)

CERTIFYING PROCESS

- On your next meeting with your Flight Instructor, they will look you up using your FTN and they will start the Certifying Checklist.
- Your Flight Instructor will verify your identity and enter ID information. They will also verify your English Language Proficiency and that you meet minimum Student Age requirements.
- After reviewing the application together, your Flight Instructor will verify that you have reviewed the Privacy Act and the Pilot Bill of Rights.
- You (the applicant) will enter your username and password and then electronically sign the Pilot's Bill of Rights Acknowledgement and the Student Pilot application.
- Your Flight Instructor will reenter their credentials to continue the Checklist.
- Your Flight Instructor will sign and complete your application.
- The temporary Student Pilot certificate will be available on the Applicant Console after **both** these conditions are met:
 - You are at least 14 years old
 - You have been successfully vetted by the Transportation Security Administration (TSA).
- Your application will now be electronically sent to the FAA Airman Certification branch.
- Your permanent certificate will arrive by mail in approximately three weeks.

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IACRA - User Profile Information

Certificate Information

If you do not have an existing FAA certificate number and date of issuance, please skip to the Personal Information section. Please note: Some IACRA roles will require FAA certificate information before the user profile can be completed.

Airman Certificate Number

Date of Issuance

Personal Information

Please Note: The total length of name (including first, middle, last and any suffix) must be less than 50 characters.

First Name No First Name

Middle Name No Middle Name

Last Name

Name Suffix

Date of Birth

Sex Male Female

Email Address

Security Questions

Security Question 1

Answer

Security Question 2

Answer

User Name / Password

Create Your Unique IACRA Login

User Name

Password

Confirm Password

Your Unique IACRA Login
User Name

WHAT TO DO WHEN YOU GET YOUR TEMPORARY, AND PLASTIC CERTIFICATE

After you complete the steps of getting your student pilot certificate, you will have access your temporary paper certificate on IACRA in 7-10 days.

Print out the temporary certificate and give to Admissions Department to scan into your FSP profile. The plastic certificate takes 3-5 weeks to be sent through the mail. Once you receive the plastic certificate, take it to admissions where it can be added to your FSP profile.