

Sample Plan of Action Private Pilot SEL Checkride

Flight Test Appointment

Step #1: Applicant

Applicant Name: _____

Applicant Phone #: _____

Step #2: Flight Instructor Information

Instructor's Name: _____

Instructor's Phone #: _____

Step #3: Practical Test—Private Pilot Airplane Single-Engine Land

Retest: Yes _____ No _____ Received Copy of Pink Slip or LOD: Yes _____ No _____

Aircraft Make and Model: _____

Location/Time/Date of Practical Test

Location: _____

Time: _____

Date: _____

Explain to applicant that the time needed for the test will be approximately five hours. Student needs to plan accordingly.

Step #4: Required Documentation

Class of Medical: _____

Knowledge Test Results: _____

Aircraft—Required Certificates, Logbooks, and Equipment Lists

Application—8710 Form: _____

Explain to the Applicant that they can apply using IACRA online.

Special Considerations: Drug Convictions

Identification: Photo/Signature ID

Flight-Time Records and Requirements

Required Endorsements

Step #5: Practical Test Standards—

Ask student if they are familiar with the PTS

PTS Checklist for Required Equipment

Step #6: Fe

Explain to applicant the examiner testing fee

Practical Test Flight Planning

Give applicant cross-country flight to be planned

Give applicant weight and balance computations

Give applicant aircraft performance computations

Flight planning facilities and FSS telephone numbers

Flight Test Day

1. Meeting the Applicant

Make sure atmosphere is relaxed (Put a note on board, or point to “your student first solo flight”)

Location of restrooms, water, soda, drinks, etc.)

Ensure privacy

Eliminate possible interruptions

2. Overview of the Practical Test

Remind the student of the time required once again

Advise of your note-taking on the plan of action

FARs about PIC and flight emergencies: Examiner is never pilot in command

Rules for failing the test or discontinuance of the test

3. Grading of the Test

Go over the practical test standards with the students and make sure there are no conflicts

Explain that the oral quizzing will continue throughout the test, both on ground and in flight

4. Make Sure the Applicant Doesn't Have Any Questions

If the student has any questions, make sure you answer all of them

5. Eligibility Requirements

8710.1 Signed by applicant and instructor, and properly filled out _____

Identification Picture ID REF AC-61-65C _____

Student Pilot Certificates properly endorsed for solo flights _____

Medical certificate at least third class _____

Minimum age requirement of 17 (61.103/a) _____

Read, write, and converse fluently in English (61.103 (b)) _____

Written test results (within 24 calendar months) _____

Logbook endorsements _____

Flight Experience: FAR 61. 109

40 hours total _____

20 hours dual _____

10 hours solo (airplanes) _____

5 hours solo XC _____

Solo XC 150 NM (50 miles 1 point) _____

3 hours dual XC _____
5 hours solo XC _____
3 hours night _____
10 night TO/landings _____

6. Practical Test Standards

1. Make sure student is familiar with the PTS
2. PTS checklist of required equipment for student to bring

7. Ask the applicant if there are any questions

8. Collection of fee

9: Announce that “The test has begun. “

Oral Questioning

1. Access all levels of learning. Look for applicant’s ability to correlate.

2. Scenario Situations: Questions will be asked in scenario form to determine that the applicant fully understands the subject matter. Scenarios will be used to fully understand the applicant’s judgment.

3. Did the applicant meet the objective of the task?

P: Did applicant complete the procedures prescribed in the PTS?

T: Did the applicant perform within the tolerances?

S: Did the applicant meet all safety considerations?

If I can answer “yes” to each of these questions without reservation, the applicant has satisfactorily completed the task.

4. The oral questioning will continue throughout the test.

Pre-Flight Briefing

Advise the applicant in the following subject areas:

- 1. Profile of the flight test**
- 2. Pilot-in-command issue: the examiner is never pilot in command**
- 3. Emergencies actual and simulated**
 - a. Engine failures: Takeoff and landing**
 - b. Other emergencies applicable to the flight test being administered**
- 4. Transfer of controls**
- 5. Collision avoidance**
 - a. Looking for reported traffic**
 - b. clearing the area before performing maneuvers**
- 6. First Pre-flight: Weight and balance**
- 7. Advise applicant that oral questioning will continue throughout the test. Perfection is not the standard**
- 8. Testing with the plan of action will continue**
- 9. Advise applicant that examiner will continue taking notes for post-flight debriefing**
- 10. Explain to applicant about continuing or discontinuing if a task is unsatisfactory**
- 11. Answer any questions the applicant may have**
- 12. Advise applicant to return aircraft documents to the aircraft**
- 13. Begin flight evaluation**

Flight Test

- 1. Advise applicant that plan of action will be in the aircraft with the examiner**
- 2. Flight test will be conducted in accordance with the Practical Test Standards**
- 3. The pilot examiner will not give any flight instruction during the test**
- 4. There will be no second chance when a maneuver is unsatisfactory**
- 5. Examiner will continue testing when they need more information to make a decision**
- 6. Unsatisfactory Performance:**
 - a. Exceeding the aircraft's limitations**
 - b. Examiner intervention**
 - c. Inappropriate emergency procedures**
 - d. Outcome of the task is seriously in doubt**
 - e. Applicant displays poor judgment**
 - f. Maneuver performance is not within the standards**
 - g. Failure to apply aeronautical knowledge**
 - h. Applicant is not a master of the aircraft**
 - i. Applicant consistently exceeds the tolerances stated in the objective**
 - j. Failure to take prompt corrective action when tolerances are exceeded**
- 7. Realistic distractions will be used during the flight test**

Emphasis Areas

Examiner will exercise the most conservative judgment in the following areas:

1. Pre-flight

- a. Aircraft manuals and documents
- b. Pilot and medical certificates
- c. Weather
- d. Airport areas and surroundings

2. Pre-flight Inspection

- a. Landing gear
- b. Engine
- c. Adequate fuel supply onboard aircraft, ATC communications and airspace considerations

3. Clearances

- a. Instructions
- b. Operations to and from within/near class A, B, C, D, and E airspace

4. Proper use of flight controls and brakes on the ground

5. Landing flare

6. Avoidance of objects in the air and on the ground

7. Maintaining proper aircraft speed

8. Operations to and from on suitable terrain for takeoff, approach, and landing configurations and procedures

9. Observance of minimum safe altitudes

10. Use of stabilized approach and flight path procedures

11. Forced landings

Post-Flight

1. General

- a. Reaffirm the outcome of the test
- b. Examiner will allow applicant time to his or herself
- c. Prepare temporary certificate, notice of disapproval, or letter of discontinuance

2. Temporary Certificate

- a. Examiner will establish a positive atmosphere
- b. Examiner will highlight above-average performance
- c. Examiner will debrief using the plan of action
- d. Examiner will have applicant review and sign temporary airman certificate
- e. Examiner will sign and issue temporary certificate
- f. Examiner will advise applicant of duration of temporary certificate
- g. Examiner will ensure applicant has proper documents
- h. Examiner will verify he/she has the proper documents
- i. Examiner will brief instructor on applicant's performance

3. Notice of disapproval

- a. Examiner will establish a positive atmosphere
- b. Examiner will highlight above-average performance
- c. Examiner will debrief using the plan of action
- d. Examiner will explain the Practical Test Standards to explain reasons for disapproval
- e. Examiner will not criticize the instructor
- f. Examiner will be alert for denial, anger, bargaining, or depression
- g. Issue disapproval notice
- h. Examiner will advise applicant on retest credit for satisfactory completion items within 60 days
- i. Examiner will ensure applicant has proper documents
- j. Examiner will verify they have proper documents
- k. Examiner will brief the instructor on the applicant's performance

