
INSTRUCTOR ENDORSEMENT GUIDE

How to Properly Word an Endorsement

Reference: AC 61-65

Instructors may need to customize an endorsement due to an applicant's particular circumstances or changes in regulatory requirements, but it is recommended that all endorsements be worded as closely as possible to the examples provided in AC 61-65.

Every training endorsement should cite an appropriate reference to 14 CFR Part 61. Careful attention should be placed on the regulations and paragraphs cited in the endorsement to reflect the type of training completed (e.g., single-engine or multi-engine airplane).

Instructors may place additional restrictions on an endorsement, such as:

- A Expiration date.
- A maximum crosswind component.
- A minimum visibility requirement.

Transportation Security Administration Endorsement

References: 49 CFR 1552.3, AC 61-65

To meet the Transportation Security Administration's (TSA) record-keeping requirements, the flight training provider or flight instructor must do one of the following:

- Keep a copy of the documents used to provide proof of citizenship for 5 years; or
- Make an endorsement (#14 in AC 61-65) in both the learner's logbook and instructor's logbook, or other record used to record endorsements.

The TSA endorsement is located in the student pilot section of AC 61-65 but applies to any initial pilot certificate or additional rating.

Applicable Endorsement:

- #14 – Endorsement of U.S. citizenship recommended by the TSA

Related: Transportation Security Administration: Citizenship Verification

Endorsements for Student Pilots

References: 14 CFR 61.87, 14 CFR 61.89, 14 CFR 61.93, 14 CFR 61.94, 14 CFR 61.95, 14 CFR 61.195, AC 61-65

Student Pilot certificates are issued without category and class ratings. Operating privileges and limitations for solo flight are conveyed exclusively through endorsements.

Instructors commonly include weather limitations that are more restrictive than the requirements of 14 CFR Part 61 for student pilots.

Applicable Endorsement:

- #3 through #14 – Student pilot and TSA endorsements

“Specific” Versus “Similar” Makes and Models

Student pilots endorsements are always made for a specific make and model of aircraft. The specific make and model means the make (e.g., Cessna) and the model (e.g., 172) only. It does not mean the series variation (year model) of that make and model of aircraft.

Flight instructors may provide flight training to a student pilot in a similar make and model. For example, a student who normally receives flight training and is endorsed for solo flight in a Cessna 150, can occasionally train with his or her instructor in a Cessna 152 (a similar model). As long as the student demonstrates proficiency and safety, the Cessna 152 can be used to complete the maneuvers and procedures required by 14 CFR 61.87.

Endorsements for Solo Cross-Country Flights

Student pilots are initially limited to a 25 NM radius after being endorsed for solo flight.

Any solo flight beyond 25 NM requires:

- The training specified in 14 CFR 61.93 (Solo Cross-Country Flight Requirements) to be completed.
- A one-time endorsement (#9 in AC 61-65) stating that the cross-country training requirements have been met.
- A preflight planning endorsement for the particular flight (exemptions are available for repeated flights to an airport within 50 NM).

Preflight Planning Endorsements

Each flight beyond the 25 NM radius requires an instructor to review the student pilot's planning and preparation for the entire route of flight and at the airport(s) of intended landing. An endorsement (#10 in AC 61-65) must be made by the instructor attesting that the preparation is correct and that the student is prepared to make the flight safely under the known conditions. The endorsement is valid only on the specified date.

The instructor who provides the preflight planning endorsement is not required to be the student pilot's primary instructor. For example, a student may encounter unforecast weather problems and need to stay overnight at another airport. In this case, the student will need another endorsement for the return cross-country flight. A local instructor may review the student's planning and provide an endorsement.

Note: An exemption is provided in 14 CFR 61.93 for repeated flights made to another airport within 50 NM from the originating airport. The student pilot must have an endorsement that authorizes the flights (#11 in AC 61-65).

Summary of Student Pilot Endorsements

#3 – Presolo aeronautical knowledge: 14 CFR 61.87(b)

- The endorsement and knowledge test must be specific to the make and model of aircraft to be flown.
- The instructor must:
 - Administer the test.
 - Review all incorrect answers with the student after the test.
- The test must address the student pilot's knowledge of:
 - Applicable sections of 14 CFR Parts 61 and 91.
 - Airspace rules and procedures for the airport where the solo flight will be performed.
 - Flight characteristics and operational limitations for the make and model of aircraft to be flown.

#4 – Presolo flight training: 14 CFR 61.87(c)(1) and (2)

- The endorsement must be specific to the make and model of aircraft to be flown.
- The endorsement certifies that the required flight training was completed in the make and model or a similar make and model of aircraft.
- The endorsement does not expire, but the student must have a current solo flight endorsement.

#5 – Presolo flight training at night: 14 CFR 61.87(o)

- The endorsement must be specific to the make and model of aircraft to be flown.
- The endorsement is valid for 90 days.
- The student must receive:
 - Flight training at night that includes takeoffs, landings, and go-arounds at the airport where the solo flight will be conducted.
 - Navigation training at night in the vicinity of the airport where the solo flight will be conducted.

#6 – Solo flight (first 90-day period): 14 CFR 61.87(n)

- The endorsement must be specific to the make and model of aircraft to be flown.
- The endorsement is valid for 90 days.
- The student cannot land at another airport until an additional endorsement is obtained.

#7 – Solo flight (each additional 90-day period): 14 CFR 61.87(p)

- The endorsement must be specific to the make and model of aircraft to be flown.
- The endorsement is valid for 90 days.

#8 – Solo takeoffs and landings at another airport within 25 NM: 14 CFR 61.93(b)(1)

- The endorsement is not limited to a make and model of aircraft (it is valid for all make and models the student is authorized to solo).
- The endorsement does not expire, but the student must have a current solo flight endorsement.
- The student is not required to receive cross-country flight training or have a cross-country endorsement.
- The endorsement must be specific to a single airport. Multiple endorsements can be made.
- The purpose of the flight must be to practice takeoffs and landings at that other airport.
- The student must receive training that includes flight in both directions over the route, entering and exiting the traffic pattern, and takeoffs and landings at the other airport.

#9 – Solo cross-country flight: 14 CFR 61.93(c)(1) and (2)

- The endorsement could be composed of one endorsement or multiple endorsements:
 - The instructor who provided the cross-country training must make an endorsement for the category of aircraft to be flown.
 - An instructor (not necessarily the same instructor) must make an endorsement specific to the make and model of aircraft to be flown.
- The endorsement does not expire, but the student must have a current solo flight endorsement.

#10 – Solo cross-country flight: 14 CFR 61.93(c)(3)

- The endorsement is made by an instructor who reviews the cross-country planning (not necessarily the primary instructor).
- The instructor is not certifying that the student is proficient through this endorsement.
- Each cross-country flight requires a new endorsement.
- The endorsement must specify the route of flight and the airport(s) of intended landing.
- The endorsement is valid only on the specified date.

- The student is not required to have received flight training at the destination airport(s).
- The regulations do not specify a minimum or maximum flight distance.

#11 – Repeated solo cross-country flights not more than 50 NM from the point of departure: 14 CFR 61.93(b)(2)

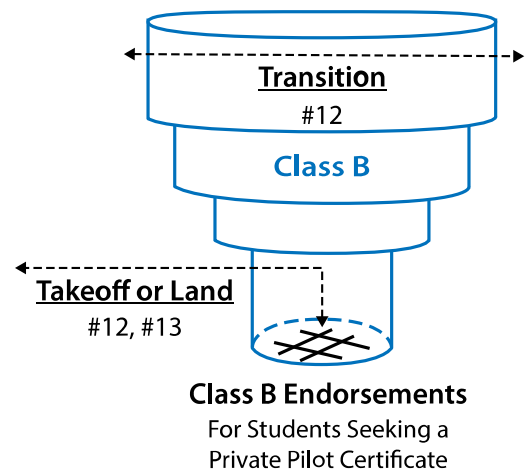
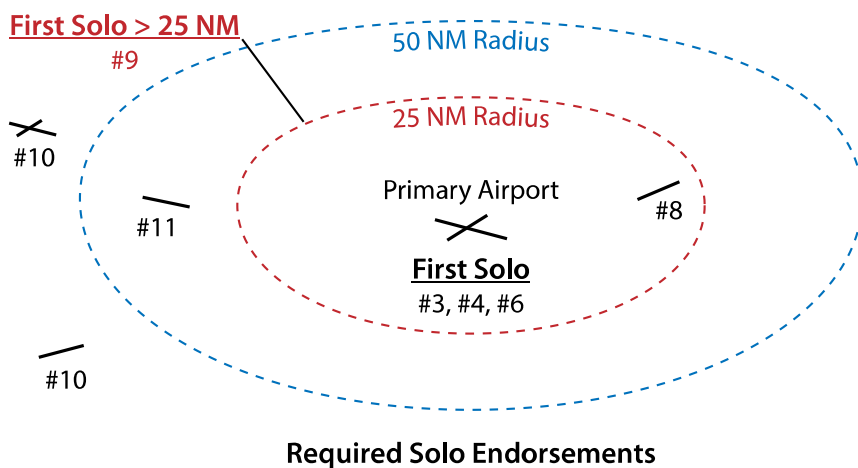
- The endorsement is not limited to a make and model of aircraft (it is valid for all make and models the student is authorized to use for solo cross-country flights).
- The endorsement does not expire, but the student must have a current solo flight endorsement.
- The student must have cross-country flight training and the cross-country endorsement (#9 in AC 61-65).
- A separate preflight planning endorsement (#10 in AC 61-65) is not required to be made for each flight.
- The endorsement must specify a single route and a destination airport. Multiple endorsements can be made.
- The student must receive training that includes flight in both directions over the route, including entering and exiting the traffic patterns, takeoffs, and landings at the airports to be used.

#12 – Solo flight in Class B airspace: 14 CFR 61.95(a)

- The endorsement does not apply to students seeking a Sport or Recreational Pilot certificate (see #15 in AC 61-65).
- The endorsement is not limited to a make and model of aircraft (it is valid for all make and models the student is authorized to solo).
- The endorsement is valid for 90 days.
- The student must receive ground and flight training specific to the Class B airspace area for which the solo flight is authorized.

#13 – Solo flight to, from, or at an airport located in Class B airspace: 14 CFR 61.95(b) and 14 CFR 91.131(b)(1)

- The endorsement does not apply to students seeking a Sport or Recreational Pilot certificate (see #16 in AC 61-65).
- The endorsement is not limited to a make and model of aircraft (it is valid for all make and models the student is authorized to solo).
- The endorsement is valid for 90 days.
- The student must receive ground and flight training at the specific airport for which the solo flight is authorized.



Endorsements for All Practical Tests

Reference: 14 CFR 61.39

To be eligible for a practical test an applicant must have an endorsement, if required, in his or her logbook or training record that has been signed by an authorized instructor who certifies that the applicant:

- Has received and logged training time within 2 calendar months preceding the month of application in preparation for the practical test.
- Is prepared for the required practical test.
- Has demonstrated satisfactory knowledge of the subject areas in which the applicant was shown to be deficient by the knowledge test.

Applicable Endorsements:

- #1 – Prerequisites for practical test
- #2 – Review of deficiencies identified on airman knowledge test

Note: These endorsements are often combined, such as with the instrument practical test endorsement (#40 in AC 61-65).

Exemptions

The two endorsements are not required if the applicant:

- Holds a foreign pilot license that authorizes at least the privileges of the pilot certificate sought;
- Is only applying for a type rating; or
- Is applying for an ATP certificate or an additional rating to an ATP certificate in an aircraft that does not require an aircraft type rating practical test.

The knowledge test endorsement (#2 in AC 61-65) is not required if:

- A knowledge test is not required to conduct the practical test; or
- No questions were missed on the knowledge test (scored 100%).

Sport Pilot Endorsements

References: 14 CFR 61.39, 14 CFR 61.317, 14 CFR 61.321, 14 CFR 61.417, 14 CFR 61.419, AC 61-65

A Sport Pilot certificate is issued without aircraft category and class ratings. Logbook endorsements specify the category, class, make, and model of aircraft that the sport pilot is authorized to fly as PIC.

Applicable Endorsements:

- #1 – Prerequisites for practical test
- #2 – Review of deficiencies identified on airman knowledge test
- #17 through #24 – Endorsements for the sport pilot certification and additional operating privileges

Sport Pilot Proficiency Check Endorsements

A proficiency check is required to obtain operating privileges in an additional category or class of light-sport aircraft (LSA). One endorsement is given by the recommending instructor who provides the required training (#18 in AC 61-65). The instructor/examiner gives a second endorsement after successfully completing the proficiency check (#19 in AC 61-65).

A proficiency check is not a practical test, and no knowledge test is required. Therefore, the prerequisites for practical test endorsement (#1 in AC 61-65) and the airman knowledge test endorsement (#2 in AC 61-65) do not apply.

Recreational Pilot Endorsements

References: 14 CFR 61.39, 14 CFR 61.101, AC 61-65

The holder of Recreational Pilot certificate is required to have additional training and an instructor endorsement for any solo flight:

- That exceeds 50 NM from the airport at which training was received;
- Within airspace that requires communication with ATC;
- Conducted between sunset and sunrise; or
- In an aircraft for which the pilot does not hold an appropriate category or class rating.

Applicable Endorsements:

- #1 – Prerequisites for practical test
- #2 – Review of deficiencies identified on airman knowledge test
- #25 through #31 – Endorsements for the recreational pilot certification and additional operating privileges

Endorsements for Additional Aircraft Training Requirements

References: 14 CFR 61.31, AC 61-65

Specific additional aircraft training requirements are outlined in 14 CFR 61.31, and instructor endorsements that attest to the satisfactory completion of this training are required.

Endorsements related to aircraft characteristics include complex, high performance, high altitude, tailwheel operations, and type-specific training.

Applicable Endorsements:

- #68 – To act as PIC in a complex airplane
- #69 – To act as PIC in a high-performance airplane
- #70 – To act as PIC in a pressurized aircraft capable of high altitude operations
- #71 – To act as PIC in a tailwheel airplane

Endorsements for Additional Aircraft Ratings

References: 14 CFR 61.39, 14 CFR 61.63, 14 CFR 61.165, AC 61-65, Beard (2015) Legal Interpretation

Except for Student and Sport Pilot certificates, all pilot and instructor certificates have associated ratings. To add an additional aircraft rating on a pilot certificate, the requirements of 14 CFR 61.63, or 14 CFR 61.165 for the ATP level, must be met that are appropriate to the aircraft rating sought.

Related: Part 61: Additional Category or Class Rating

Additional Category or Class Not at the ATP Level

Category Ratings: Applicants must receive the training and have the aeronautical experience required by 14 CFR Part 61 that applies to the pilot certificate level for the category, and if applicable, class rating sought.

Class Ratings: Applicants must be found competent in the knowledge areas and proficient in the Areas of Operation for the class rating sought. No minimum amount of aeronautical experience is specified, but some ground and flight training must be logged.

Applicable Endorsements:

- #1 – Prerequisites for practical tests
- #72 – To act as PIC of an aircraft in solo operations when the pilot does not hold an appropriate category/class rating
- #74 – Additional aircraft category or class rating (practical test preparation)

Solo Flight Endorsements for Additional Aircraft Ratings

Applicants for an additional rating may be required to log PIC time in the aircraft before taking the practical test. For example, an airplane pilot transitioning to helicopters (category change) must meet the aeronautical experience requirements for the new rating. Some PIC time is a requirement of that experience.

There are two ways specified in 14 CFR 61.31 that enable a person to act as PIC:

- Be rated in the aircraft (pass a practical test); or
- Receive training appropriate to the pilot certification level, aircraft category, class, and type rating (if required) for the aircraft to be flown and receive an endorsement for solo flight (#72 in AC 61-65) in that aircraft.

Because the pilot applicant does not already hold the ratings necessary to act as PIC, he or she must receive the solo flight endorsement from an instructor. The endorsement is not the same as those given to student pilots. Since, the applicant already holds at least a Private Pilot certificate, student pilot endorsements do not apply.

Unlike a student pilot endorsement that is issued with a 90-day solo limitation, the rated pilot may continue to perform solo flight operations on the basis of the endorsement. It would be prudent of the flight instructor to place a time limitation with the endorsement. Also, unlike a student pilot, a person operating in solo flight under a 14 CFR Part 61.31 endorsement must comply with the flight review requirements of 14 CFR 61.56.

Additional Category or Class at the ATP Level

For an additional category or class rating at the ATP level, the applicant must meet the requirements of 14 CFR 61.165 (not 14 CFR 61.63).

Endorsements for Recurrent Training

References: 14 CFR 61.56, 14 CFR 61.57, 14 CFR 61.189, AC 61-65, AC 61-91

The successful completion of any required recurrent training (e.g., a flight review) must be documented by an endorsement. No endorsement is required if the training is not completed (“failed”). In either case, the instructor must sign the logbook entry for any ground or flight training provided.

Applicable Endorsements:

- #65 – Completion of a flight review
- #66 – Completion of any phase of an FAA-sponsored Pilot Proficiency Program (WINGS)
- #67 – Completion of an instrument proficiency check

Endorsements for the WINGS–Pilot Proficiency Program

Instructors can record completed WINGS flight activities in a logbook or other proficiency record with an endorsement. The endorsement provides verification for later recording the training on the FAA Safety website, even by another instructor.

Note: WINGS flight activities must be validated through the FAA Safety website for the pilot to receive credit.

A sample endorsement for the completion of a WINGS phase is included in AC 61-65 (#66 in AC 61-65). The completion of a WINGS training task can also be documented through an endorsement. AC 61-91 provides an example of that endorsement, which is reproduced below.

I certify that [First Name, MI, Last Name], [grade of pilot certificate], [certificate number], has satisfactorily demonstrated proficiency in the required tasks as outlined in the WINGS–Pilot Proficiency Program, activity number [activity number] on [date].
[signature] [date] John Smith 987654321CFI Exp. 12-31-2022

Endorsements for Retesting After a Failure

References: 14 CFR 61.49, AC 61-65

Applicants for a retest must comply with 14 CFR 61.49. In the case of a failed knowledge test, the instructor may complete the required endorsement in the space provided at the bottom of the applicant’s airman knowledge test report.

Applicable Endorsement:

- #73 – Retesting after failure of a knowledge or practical test

Examples of Required Practical Test Endorsements

References: 14 CFR 61.39, 14 CFR 61.63, AC 61-65

All endorsements numbers are in reference to AC 61-65.

Initial Private Pilot Certificate

- #1 – Prerequisites for practical tests
- #2 – Review of deficiencies from the knowledge test (if not 100%)
- #32 – Aeronautical knowledge test
- #33 – Flight proficiency/practical test

Initial Instrument Rating

Note: Endorsements #1 and #2 are combined in endorsement #40.

- #38 – Aeronautical knowledge test
- #39 – Flight proficiency/practical test
- #40 – Prerequisites for instrument practical tests

Initial Commercial Pilot Certificate

- #1 – Prerequisites for practical tests
- #2 – Review of deficiencies from the knowledge test (if not 100%)
- #34 – Aeronautical knowledge test
- #35 – Flight proficiency/practical test

Initial Commercial Pilot Certificate with a New Category or Class

Example: Private ASEL to Commercial AMEL

Before Solo Operations:

- #68 – To act as PIC in a complex airplane (if applicable)
- #72 – To act as PIC of an aircraft in solo operations when the pilot does not hold an appropriate category/class rating

Before the Practical Test:

- #1 – Prerequisites for practical tests
- #2 – Review of deficiencies from the knowledge test (if not 100%)

- #34 – Aeronautical knowledge test
- #35 – Flight proficiency/practical test

Additional Class (Not at the ATP Level): 14 CFR 61.63(c)

Example: Private ASEL to Private AMEL

- #1 – Prerequisites for practical tests
- #68 – To act as PIC in a complex airplane (if applicable)
- #74 – Additional aircraft category or class rating

Additional Category (Not at the ATP Level): 14 CFR 61.63(b)

Example: Private Helicopter to Private AMEL

Note: A knowledge test is not required unless the applicant is going from “no-power to power (e.g., balloon to airplane).”

Before Solo Operations:

- #68 – To act as PIC in a complex airplane (if applicable)
- #72 – To act as PIC of an aircraft in solo operations when the pilot does not hold an appropriate category/class rating

Before the Practical Test:

- #1 – Prerequisites for practical tests
- #74 – Additional aircraft category or class rating

Initial Flight Instructor Certificate (Other than Sport Pilot)

Example: Initial CFI (not CFII) in an ASEL

- #1 – Prerequisites for practical tests
- #2 – Review of deficiencies from the knowledge test (for both tests, if not 100%)
- #41 – Fundamentals of instructing knowledge test
- #42 – Flight instructor aeronautical knowledge test
- #43 – Flight instructor ground and flight proficiency/practical test
- #45 – Spin training

Endorsements are not required to take the flight instructor knowledge tests (FIA and FOI). However, the endorsements (#41 and #42 in AC 61-65) are required before taking the practical test to show that the ground training was received.

The instructor who provides the required training and makes these endorsements for a first-time flight instructor applicant must meet the requirements of 14 CFR 61.195(h).

The Orlando FSDO has recommended a courtesy endorsement to verify the recommending instructor's qualifications. An example endorsement is provided below.

I certify that I meet the flight instructor qualifications necessary to provide ground and flight training for an initial flight instructor applicant, as required by 14 CFR 61.195(h)[(1)(i) and (2), or (1)(ii) and (3) (as appropriate)].
[signature] [date] John Smith 987654321CFI Exp. 12-31-2022

Additional Flight Instructor Rating (Other than Sport Pilot)

Example: CFI ASEL to CFII ASEL

This scenario does not involve a first-time instructor applicant. The instructor that provides the required training and makes these endorsements does not need to meet the requirements of 14 CFR 61.195(h).

The recommending instructor should ensure that the FOI and spin training endorsements from the initial CFI practical test are still present and legible.

- #1 – Prerequisites for practical tests
- #2 – Review of deficiencies from the knowledge test (if not 100%)
- #42 – Flight instructor aeronautical knowledge test
- #44 – Flight Instructor certificate with instrument–ASEL rating/practical test