TSA Reference Card

Important contacts

- Flight School Manager: ____
- Airport Manager:__
- Airport Security: _
- TSA Hotline: 1-866-427-3287
- Emergency: 911

Who must obtain TSA Security Awareness Training:

Flight school employees and certificated CFIs: Initial training within 60 days of hire

Each flight school employee and active CFI: Biennial recurrent training FREE Training available online at: gleim.com/tsa

Student Citizenship Verification Requirements:

✓ Verify: Anyone requesting flight training for:

- -Recreational, Sport, or Private Pilot certificate
- -Multiengine, Instrument rating, or type rating
- -Except flight reviews and instrument proficiency checks

If US Citizen:

✓ Document: Keep copy of official verification document for 5 years

✓ Endorse Logbook:

"I certify that [insert student's full name] has presented to me a linsert type of document presented, such as U.S. birth certificate or U.S. passport, and the relevant control or sequential number on the document, if any] establishing that [he or she] is a U.S. citizen or national in accordance with **49** CFR **1552.7**(a). [Insert date and instructor's signature and CFI number.]"

✓ Start flight training

If Noncitizen:

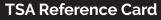
- ✓ Register at www.fts.tsa.dhs.gov
- ✓ Candidate applies for training with TSA
- ✓ Confirm training request
- ✓ Look for preliminary approval
- ✓ Candidate submits fingerprints
- ✓ Wait for TSA approval
- ✓ Take candidate's photo on 1st day of training and submit to TSA
- ✓ Maintain records
- ✓ Start flight training after 30^{*} days since TSA acknowledgment.
- *After 5 days if candidate is eligible for expedited processing.

For more information visit www.fts.tsa.dhs.gov Refer to 49 CFR Part 1552

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TSA Hotline: 1-866-GA-Secure

SECURIT

CONTACTS

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