



UNIVERSITY *of* DUBUQUE

Flight Instructor Certification TRAINING COURSE OUTLINE

UNIVERSITY *of* DUBUQUE

This is to certify that

_____ is enrolled in the FAA approved

FLIGHT INSTRUCTOR

CERTIFICATION COURSE

conducted at the University of Dubuque

School #GV8S178Q

_____ Enrollment Date

_____ Primary Flight Instructor

_____ Chief Flight Instructor

FLIGHT INSTRUCTOR CERTIFICATION COURSE

STUDENT FLIGHT RECORD

University of Dubuque / 2000 University Ave / Dubuque, IA 52001

FTN #

AIR AGENCY CERTIFICATE NO. GV8S178Q

Pilot's Legal Name _____
Pilot's Official Signature _____
SSN _____ Date of Birth _____

Citizenship

I certify that _____ has presented to me a _____
(Certified Birth Certificate or U.S. Passport), establishing that _____ (he or she) is a U.S. citizen or
national in accordance with 49 CFR 1552.3 (h).

Instructor _____ Date _____
Certificate No. _____ Expires _____

Permanent Address

Street _____
City, State, Zip _____

Phone

Home _____ School _____ Cell _____
Date of Enrollment _____ Date Completed _____

Medical Certificate Class _____ Date Issued _____ Expires _____

Commercial Pilot Certificate No. _____ Date Issued _____

Last Flight Review Date _____ / _____ / _____

Complex Endorsement Date _____ Instructor _____

Spin Endorsement Date _____ Instructor _____

Graduation Record

FOI Knowledge Test Date _____ Score _____ CFI Knowledge Test Date _____ Score _____

End-of-course graduation Date _____ Result _____

End-of-course Examiner _____

Records certified complete and accurate:

Name _____ Date _____
Title _____

PREVIOUS EXPERIENCE

DUAL _____

SOLO _____

X-C DUAL _____

X-C-SOLO/ PIC _____

NIGHT DUAL _____

NIGHT SOLO _____

NIGHT LANDINGS _____

HOOD _____

FLIGHT TRAINING DEVICE _____

ACTUAL IFR _____

EVALUATION

GROUND HOURS: Part 141 _____ Part 61 _____ HOURS AWARDED _____

FLIGHT HOURS: Part 141 _____ Part 61 _____ HOURS AWARDED _____

FLIGHT/ORAL EXAMINER _____ DATE _____

TERMINATION OF TRAINING

CHIEF INSTRUCTOR _____ Certificate No. _____ DATE _____

TRANSFERRED TO: _____

List of Effective Pages

This list of effective pages shows the standing of all pages in this syllabus with regard to their revision status. The list shows the page number, the revision number and the date of the revision.

Revised pages in this syllabus will include a change bar (|) on the side of the page where changes have been made.

The Revision Process

1. Revise the pages in question.
2. Make two copies of the revised pages.
3. Correct this “List of Effective Pages ” to reflect the revised pages.
4. Make two copies of this corrected “List of Effective Pages ”.
5. Send all four copies to the local Flight Standards District Office for approval.
6. Insert corrected pages in all syllabus copies when approval is granted.

<u>Page</u>	<u>Revision</u>	<u>Revision Date</u>
<u>20</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>21</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>22</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>23</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>24</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>25</u>	<u>Original</u>	<u>9-29-2006</u>
<u>26</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>27</u>	<u>Revision 5</u>	<u>8-5-2015</u>
<u>28</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>29</u>	<u>Revision 5</u>	<u>8-5-2015</u>
<u>30</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>31</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>32</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>33</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>34</u>	<u>Revision 5</u>	<u>8-5-2015</u>
<u>35</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>36</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>37</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>38</u>	<u>Revision 7</u>	<u>6-1-2019</u>
<u>39</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>40</u>	<u>Original</u>	<u>9-29-2006</u>
<u>41</u>	<u>Original</u>	<u>9-29-2006</u>
<u>42</u>	<u>Original</u>	<u>9-29-2006</u>
<u>43</u>	<u>Original</u>	<u>9-29-2006</u>
<u>44</u>	<u>Revision 7</u>	<u>6-1-2019</u>
<u>45</u>	<u>Original</u>	<u>9-29-2006</u>
<u>46</u>	<u>Original</u>	<u>9-29-2006</u>
<u>47</u>	<u>Original</u>	<u>9-29-2006</u>
<u>48</u>	<u>Revision 7</u>	<u>6-1-2019</u>
<u>49</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>50</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>51</u>	<u>Revision 1</u>	<u>7-11-2012</u>
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<u>53</u>	<u>Revision 1</u>	<u>7-11-2012</u>

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<u>1</u>	<u>Original</u>	<u>9-29-2006</u>
<u>2</u>	<u>Original</u>	<u>9-29-2006</u>
<u>3</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>4</u>	<u>Original</u>	<u>9-29-2006</u>
<u>5</u>	<u>Revision 9</u>	<u>5-13-2021</u>
<u>6</u>	<u>Revision 7</u>	<u>6-1-2019</u>
<u>7</u>	<u>Revision 7</u>	<u>6-1-2019</u>
<u>8</u>	<u>Original</u>	<u>9-29-2006</u>
<u>8a</u>	<u>Revision 9</u>	<u>5-13-2021</u>
<u>9</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>10</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>11</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>12</u>	<u>Revision 1</u>	<u>7-11-2012</u>
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<u>16</u>	<u>Revision 1</u>	<u>7-11-2012</u>
<u>17</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>18</u>	<u>Revision 8</u>	<u>1-15-2020</u>
<u>19</u>	<u>Revision 1</u>	<u>7-11-2012</u>

**FAA APPROVED - OFFICE CE01
SIGNATURE & EFFECTIVE DATE:**

FLIGHT INSTRUCTOR CERTIFICATION TRAINING COURSE OUTLINE

LOCATION

The University of Dubuque, located at 2000 University Avenue, Dubuque, Iowa, 52001, holds Air Agency Certificate No. GV8S178Q. The University of Dubuque operates its pilot training school at the Dubuque Regional Airport, Dubuque, Iowa.

COURSE TITLE

Flight Instructor Certification Course—Airplane Single-Engine Land

This Training Course Outline meets all the curriculum requirements for the Flight Instructor Certification Course contained in Appendix F of Title 14 Code of Federal Regulation part 141 (14 CFR part 141). This syllabus contains separate flight training and ground training sections, which can be taught concurrently or separately.

COURSE OBJECTIVE

Students will gain the knowledge, skill and aeronautical experience necessary to meet the requirements for a Flight Instructor Certificate; Airplane Single-Engine Land.

COURSE COMPLETION STANDARDS

To meet the course completion standards, students must demonstrate through knowledge, oral, flight tests, and appropriate records, that they meet the knowledge, skill and experience requirements necessary to acquire a Flight Instructor Certificate, airplane category, single-engine land class rating.

MAIN OPERATIONS BASE

The Dubuque Regional Airport is the main operations base for training in this course. The airport has hard-surface runways and meets the requirements of 14 CFR 141.38 for day and night operations. Fuel services and maintenance services are available weekdays during normal working hours. Weekend and after hours fuel and maintenance are available on request.

MAIN OPERATIONS FACILITY

The school's primary flight facility is the Babka Flight Center, 10656 Airport Road, located at the Dubuque Regional Airport, Dubuque, Iowa 52003. This building conforms to the requirements of 14 CFR 141.43 for briefing areas and 14 CFR 141.45 for ground training facilities. This permanent structure has 10 briefing areas of at least 6' by 7' and 14 additional office/training rooms with a maximum number of two students per area. Each briefing/training room will have communications capabilities for contacting a Flight Service Station. The building has Wi Fi capabilities for students and instructors to access weather and flight planning applications online.

GROUND INSTRUCTIONAL FACILITIES

The primary ground instructional facilities are in the Babka Flight Center, located at the Dubuque Regional Airport, Dubuque, Iowa 52003. This facility has three classrooms with a capacity of 24 students in each. The building and rooms are heated, lighted, and ventilated to conform to local building, sanitation, and health codes.

Based on enrollment and class formats, ground schools may also be conducted on the main campus of the University of Dubuque located at 2000 University Avenue, Dubuque, Iowa 52001. The University of Dubuque is accredited by the North Central Association of the Council for Higher Education. The University 's classrooms meet the requirements of the Association and conform to local building, sanitation and health codes. Campus classrooms and computer labs are available in the Myers Library, Blades Hall, Alumni Hall, Dunlap Technology Center, MTAC, Mercer-Birmingham, and the University Science Center. Classrooms range in size from 142 seats in the Dunlap Technology Center to 6 seats in the Myers library.

GROUND INSTRUCTIONAL EQUIPMENT / TRAINING AIDS

Training aids and equipment used may include the following: Whiteboards, televisions, podium, LCD/Overhead projector with screen, laptop and/or desktop and/or tablet computers, computer/video interface units for TV/LCD projector. Other aids may include airplane models, airplane parts, instrument panel posters, aviation software, multiple aviation websites, E6B flight computer, plotter, navigation charts, Instrument Terminal Procedures, and EFB 's. These aids and equipment will be kept accurate and current for the relevant course of training.

An Advanced Aviation Training device (AATD) may be used in this course as outlined in 14 CFR 141 and AC 61-136. An aircraft may be used to fulfill the instrument training requirement of those lessons if the training devices are not available or desired.

AIRCRAFT

Cessna 172 and Piper PA28R are available for flight training.

For day, VFR, local area flights within 25 nautical miles of Dubuque regional Airport, or an approved satellite base, an airplane can be dispatched when it meets the requirements of 14 CFR 91.205 (a) (b) and has a serviceable communications radio.

For night, VFR, local area flight within 25 nautical miles of Dubuque Regional Airport or an approved satellite base, an airplane can be dispatched when it meets the requirements of 14 CFR 91.205 (a) (c), and has a serviceable communications radio, and a serviceable landing light.

For flights outside the local area, the airplane must meet the above requirements and also be equipped with at least one serviceable VOR navigational receiver or one panel mounted GPS receiver.

For IFR flights, the airplane must meet the above requirements for night VFR and the requirements of 14 CFR 91.205 (a) (d).

PERSONNEL

The Chief Instructor for the Flight Instructor Certification Course meets the requirements for Chief Instructor as listed in the 14 CFR 141.35 and has been approved by the local FAA Flight Standards District Office.

Each Flight Instructor assigned to this course must be the holder of at least a commercial pilot certificate with an airplane category rating and a single engine class rating. He/she must hold a Flight Instructor Certificate with an airplane category rating with a single engine class rating. In addition he/she must have an Instrument Rating on his/her Commercial and Flight Instructor Certificates and meet the qualifications outlined in FAR 61.195 Ch.

When course enrollments and individual availabilities warrant such appointments, the University of Dubuque will request the appointment of other key personnel such as; Assistant Chief Instructors, Check Instructors and Chief Ground Instructors. All requested appointees will meet the requirements of the appropriate sections of 14 CFR 141.35, Subpart B.

ENROLLMENT PREREQUISITES

Students enrolling in this Flight Course will be required to possess a valid First, Second, or Third Class Medical Certificate at the time of enrollment. Prerequisite pilot experience, flight training, and aeronautical knowledge shall be equal to that required for the issuance of a Commercial Pilot Certificate and shall be evidenced by possession of a valid Commercial Pilot Certificate with an instrument rating airplane – ASEL.

ENROLLMENT PROCEDURE

Upon enrollment in the flight portion of the training syllabus students will be issued a Certificate of Enrollment showing the date of enrollment and the course entered. Students will also receive a copy of the approved training syllabus. Students may enter the ground portion of the syllabus prior to or during the flight portion. Enrollment certificates and syllabi will be retained at UD Flight Operations at all times unless otherwise directed by the Chief Instructor. Students will have access to a copy of the University of Dubuque Student Flight Operations Manual which outlines the school's operational and safety procedures.

CREDIT FOR PREVIOUS 14 CFR 141 PILOT TRAINING

Flight credit may be transferred from other certificated schools to the University of Dubuque's flight program based on an oral test, flight check, written test, or any combination thereof. Students must arrange for the transmittal of flight records from the previous school to the University of Dubuque. The University will determine the amount of credit to be transferred. Credit will be entered in the student's training record along with the documents and tests on which the acceptance is based. The maximum credit given may be up to 50% of the University's approved curriculum requirements.

CREDIT FOR PREVIOUS 14 CFR 61 PILOT TRAINING

Flight credit may be transferred from 14 CFR 61 schools to the University of Dubuque's flight program based on an oral test, flight check, written test or any combination thereof. Students should submit a record of previous training from the school where it was received. The University will determine the amount of credit to be transferred. Credit will be entered in the student's training record along with the documents and tests on which the acceptance is based. The maximum credit given may be up to 25% of the University's approved curriculum requirements.

CHIEF AND ASSISTANT CHIEF INSTRUCTORS

The Chief Flight Instructor for the Certified Flight Instructor Certification Course is Ms. Suzanne Peterson certificate #2801778.

The Chief Ground Instructor for the Certified Flight Instructor Certification Course is Ms. Polly Kadolph certificate #3689827.

The following persons have been authorized as Assistant Chief Flight Instructors for the Certified Flight Instructor Certification Course : Mr. Michael J. Glynn certificate #2883378, Mr. Robert Anthony (Tony) Foster certificate #3213651, Mr. Kyle F. Jones certificate #3755779, Mr. Jack D. Erickson certificate #3891398, and Mr. Ching-Kuan Su certificate #3540078.

GRADING SYSTEM FOR FLIGHT TRAINING

GRADE STANDARD

- 3.....Meets FAA Test Standards
- 2.....Meets Lesson Standards
- 1.....Needs Additional Training
- D.....Demonstration
- S.....Solo Flight

The above grading standard will be used to evaluate student performance. Grades will be entered on each lesson page. At the completion of each stage of training the students will be examined orally and by flight evaluation. Upon successful completion of the evaluation the student will proceed to the next stage of flight training.

AIRPORTS USED

Airports selected for cross-country use by a flight instructor student must be approved by a University flight instructor, considering the following:

- 1. 3000 ' recommended minimum runway length
- 2. Availability of 100LL aviation gasoline

Instructors must ensure that all airports used meet the requirements of Title 14 CFR Part 141.38 (b) (c) (d) (e) and (f).

MINIMUM FLIGHT INSTRUCTOR TRAINING

	Dual Aircraft	Dual AATD (Instrument)	Total Training Time
STAGE 1	13.0		13.0
STAGE 2	10.8	1.2	12.0
TOTALS	23.8	1.2	25
TOTAL TCO	Dual Aircraft + Dual AATD = 25 total training time		

Note: A maximum of 1.2 hours may be used in the AATD. A total of 25.0 hours of training time is required to complete this certification course as per title 14 CFR Part 141 Appendix F.

HOW TO USE THIS SYLLABUS

1. At the top left of each lesson page is a block labeled "HOURS". There are three white blocks inside the black "HOURS" block. Each lesson allows for three flights or briefings. You should put the time for each flight or briefing in one of the white boxes. When a lesson is completed, that is, when every task in the lesson has a grade of "2" or better, the instructor should total up the time for the lesson and enter it at the bottom of the page in the cumulative times area.
2. Each task in a lesson has three blank lines to the left. These lines are for recording the rating of each task. Every task in a lesson must receive a rating of "2" or better before the lesson can be considered complete. If a lesson requires more than three flights or briefings to complete the lesson, the instructor will insert and use blank copies of the original lesson to record further flights or briefings, until the lesson is satisfactorily completed.
3. Lessons may require the instructor's and the student's signature, along with the date, airplane type, and airplane "N" number at the completion of each flight or briefing.
4. The cumulative times area at the bottom of each lesson is self-explanatory. It is the instructor's and the student's combined responsibility to make sure this area is accurately filled out, NOT at the conclusion of each flight or briefing, but at the conclusion of each lesson. Be sure to carry the "TOTAL" time for a finished lesson to the "PREVIOUS" time on the next lesson.
5. The "TIME" requirement at the top of each lesson is the time required for the student to stay "on track", time wise, throughout the syllabus. A lesson may be completed with somewhat less than the approximate time noted, but this time must then be made up in later lessons if the student is to finish the syllabus with the required amount of time, that is, 25 flight/AATD hours. Stage Checks have hours noted at the bottom of the cumulative time area. These hours are listed so instructors will know the approximate hours each student should have when they reach that lesson. Having more hours than required is not a problem. Having fewer hours than suggested is cause for the instructor to be aware of the situation and work to ensure that the student finishes the syllabus with the required number of hours. On reaching the last lesson, the required minimum hours are listed. If a student DOES NOT have these hours, or more, then they cannot be sent for a Rating Check. The instructor will have to continue with "review lessons" until the minimum time is met.
6. We will use the "read and do" system when doing checklists. All checklists denoted by a \checkmark , are to be read aloud by the student; and the checklist item being read, must be touched, as it is read, to confirm the item's correctness of position. This procedure instills consciousness of task and thoroughness in the student. If students do not "read and do" and touch the checklist items, they should be instructed to repeat the checklist.
7. All hold short lines are to be "called aloud" and "noted aloud" as to whether or not the airplane has permission to cross.
8. Single-pilot resource management skills will be emphasized throughout all phases of training.

REVIEW LESSON PROCEDURE

During training, students may need to do additional work on lessons, or review past lessons. If an instructor needs additional lesson pages the instructor will:

- Copy a blank lesson page for the lesson concerned.
- Use the copied page to record the review or additional work.
- Write the word "Review" in a prominent place on the copied lesson page.
- Place the added lesson page(s) sequentially behind the original lesson page.

FLIGHT INSTRUCTOR CERTIFICATION

Training Course Outline

STAGE ONE

Right Seat Transition

Lesson 1-7

13.0 hours (approx) of Dual flight training

Initial transition to right seat training may be accomplished in the Cessna 172 Aircraft

Stage One Objectives

During this stage of training, the student will develop the ability to perform all the maneuvers required for private and commercial pilot certification from the right seat of the training airplane. Appropriate maneuvers and procedures, including basic instrument maneuvers, will be practiced using visual and instrument references.

Stage One Completion Standards

The student must successfully complete each of the flight lessons in Stage 1. Additionally, at the completion of the stage, the student will be able to perform all maneuvers from the right seat of the airplane in accordance with the criteria set forth in the current Flight Instructor practical test standards and the Commercial Pilot airman certification standards.

Hours

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STAGE ONE—Lesson 1 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The CFI student will become familiar with the new visual perspectives used when flying in the right seat of the airplane while performing the listed maneuvers.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

___	___	___	Discussion of this lesson
___	___	___	ADM and risk management
___	___	___	LAHSO
___	___	___	Positive transfer of controls
___	___	___	Wake turbulence/ wind shear avoidance
___	___	___	Positive transfer of controls
___	___	___	Runway incursion avoidance
___	___	___	Stall/ spin awareness
___	___	___	Collision avoidance
___	___	___	ATC light signals
___	___	___	Airport & runway markings/ lighting
___	___	___	CFIT/wire strike avoidance
___	___	___	Checklist usage
___	___	___	TFR's & SUA's
___	___	___	SRM
___	___	___	Aviation security

PREFLIGHT

___	___	___	✓ Airframe, engine, & systems preflight
___	___	___	Airplane servicing
___	___	___	Cockpit management

START UP & TAXI

___	___	___	✓ Engine start
___	___	___	Comm & nav radio setup
___	___	___	ATIS– obtain / copy
___	___	___	✓ Taxi/ taxi brief
___	___	___	Taxi clearance– copy, confirm, comply
___	___	___	Review taxi route
___	___	___	Brake check
___	___	___	Call all HOLD SHORT LINES

TAKEOFF

___	___	___	✓ Runup
___	___	___	Takeoff communications
___	___	___	Normal/ crosswind takeoffs
___	___	___	Traffic pattern departure

BASIC MANUEVERS

___	___	___	✓ Pre-maneuver
___	___	___	✓ Climbs– turns (Vx, Vy, cruise)
___	___	___	✓ Cruise
___	___	___	Engine checks/ traffic checks
___	___	___	S-turns across a road
___	___	___	Turns around a point
___	___	___	Rectangular course
___	___	___	Eights on pylons
___	___	___	✓ Descents

APPROACH & LANDING

___	___	___	Communications
___	___	___	Pattern entry
___	___	___	✓ Landing
___	___	___	Landing clearance
___	___	___	Slips to landing
___	___	___	✓ Go arounds
___	___	___	Landings– normal, crosswind
___	___	___	Touchdown– drift, centerline
___	___	___	Runway incursion avoidance
___	___	___	✓ Taxi
___	___	___	✓ After landing
___	___	___	✓ Shut down

POST FLIGHT

___	___	___	Post flight/ securing of aircraft
___	___	___	Debrief/ update syllabus & logbook

Hours		

STAGE ONE—Lesson 1 Dual Aircraft Continued

COMPLETION STANDARDS

This lesson is complete when the CFI student can demonstrate the correct entry and execution technique for the listed maneuvers to at least the Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE ONE—Lesson 2 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The CFI student will develop the ability to maneuver the airplane from the right seat while performing the listed maneuvers.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ ADM and risk management
- ___ ___ ___ SRM
- ___ ___ ___ LAHSO
- ___ ___ ___ Positive aircraft control
- ___ ___ ___ Wake turbulence/ wind shear avoidance
- ___ ___ ___ Positive transfer of controls
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ CFIT/ wire strike avoidance
- ___ ___ ___ Stall/ spin awareness
- ___ ___ ___ TFRs and SUAs
- ___ ___ ___ Collision avoidance
- ___ ___ ___ Checklist usage
- ___ ___ ___ Aviation security

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Comm & nav radio setup
- ___ ___ ___ ATIS— obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Traffics pattern departure

MANUEVERS

- ___ ___ ___ Climbs— turns (Vx, Vy, Cruise)
- ___ ___ ___ Cruise
- ___ ___ ___ Engine checks/ traffic checks
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Slow flight (all configurations)
- ___ ___ ___ Power off stalls
- ___ ___ ___ Power on stalls
- ___ ___ ___ Cross-controlled stalls
- ___ ___ ___ Elevator trim stalls
- ___ ___ ___ Secondary stalls
- ___ ___ ___ Accelerated stalls
- ___ ___ ___ Descent

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Forward and side slips
- ___ ___ ___ Go arounds
- ___ ___ ___ Landings— normal, crosswind, drift
- ___ ___ ___ Touchdown— drift, centerline
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

Hours		

STAGE ONE—Lesson 2 Dual Aircraft Continued

COMPLETION STANDARDS

This lesson is complete when the student can perform the listed maneuvers to Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better on all tasks.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE ONE—Lesson 3 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The student will continue to develop the ability to perform the listed maneuvers from the right seat of the training aircraft.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

- | | | | |
|-----|-----|-----|---------------------------------------|
| ___ | ___ | ___ | Discussion of this lesson |
| ___ | ___ | ___ | ADM and risk management |
| ___ | ___ | ___ | LAHSO |
| ___ | ___ | ___ | Positive aircraft control |
| ___ | ___ | ___ | Wake turbulence/ wind shear avoidance |
| ___ | ___ | ___ | Positive transfer of controls |
| ___ | ___ | ___ | Runway incursion avoidance |
| ___ | ___ | ___ | TFRs and SUAs |
| ___ | ___ | ___ | Stall/ spin awareness |
| ___ | ___ | ___ | Checklist usage |
| ___ | ___ | ___ | Collision avoidance |

EMERGENCY PROCEDURES (ORAL REVIEW)

- | | | | |
|-----|-----|-----|---|
| ___ | ___ | ___ | Fire-startup, engine or electrical in flight cabin, wing |
| ___ | ___ | ___ | Icing— structural in flight, static port blockage carb ice or induction |
| ___ | ___ | ___ | Flap failure/ landing with flat tire |
| ___ | ___ | ___ | Electrical— system malfunctions |
| ___ | ___ | ___ | Engine failure— takeoff run, after takeoff & in flight |
| ___ | ___ | ___ | Emergency approach and landing |
| ___ | ___ | ___ | Systems and equipment malfunction |
| ___ | ___ | ___ | Emergency equipment & survival gear |
| ___ | ___ | ___ | Emergency descent |

PRFLIGHT

- | | | | |
|-----|-----|-----|---|
| ___ | ___ | ___ | ✓ Airframe, engine, & systems preflight |
| ___ | ___ | ___ | Airplane servicing |
| ___ | ___ | ___ | Cockpit management |

START UP & TAXI

- | | | | |
|-----|-----|-----|---------------------------------------|
| ___ | ___ | ___ | ✓ Engine start |
| ___ | ___ | ___ | Comm & nav radio setup |
| ___ | ___ | ___ | ATIS— obtain / copy |
| ___ | ___ | ___ | ✓ Taxi/ taxi brief |
| ___ | ___ | ___ | Taxi clearance— copy, confirm, comply |
| ___ | ___ | ___ | Review taxi route |
| ___ | ___ | ___ | Call all HOLD SHORT LINES |

TAKEOFF

- | | | | |
|-----|-----|-----|----------------------------|
| ___ | ___ | ___ | ✓ Runup |
| ___ | ___ | ___ | Takeoff communications |
| ___ | ___ | ___ | Normal/ crosswind takeoffs |
| ___ | ___ | ___ | Short/ soft field takeoff |
| ___ | ___ | ___ | Traffics pattern departure |

BASIC MANEUVERS/EMERGENCY OPS

- | | | | |
|-----|-----|-----|---|
| ___ | ___ | ___ | ✓ Climbs |
| ___ | ___ | ___ | ✓ Cruise |
| ___ | ___ | ___ | Engine checks/ traffic checks |
| ___ | ___ | ___ | ✓ Pre-maneuver |
| ___ | ___ | ___ | Emergency procedures (practical review) |
| ___ | ___ | ___ | Fires |
| ___ | ___ | ___ | Engine failure— takeoff run, after takeoff, and in flight |
| ___ | ___ | ___ | Systems and equipment malfunctions |
| ___ | ___ | ___ | Emergency descent |
| ___ | ___ | ___ | Emergency approach and landing |

NAVIGATION

- | | | | |
|-----|-----|-----|--|
| ___ | ___ | ___ | VOR, GPS course intercepting/ tracking |
| ___ | ___ | ___ | Diversion and lost procedures |
| ___ | ___ | ___ | Magnetic compass |

APPROACH & LANDING

- | | | | |
|-----|-----|-----|---------------------------------------|
| ___ | ___ | ___ | Communications |
| ___ | ___ | ___ | Pattern entry |
| ___ | ___ | ___ | ✓ Landing |
| ___ | ___ | ___ | Landing clearance |
| ___ | ___ | ___ | Slips |
| ___ | ___ | ___ | ✓ Go arounds |
| ___ | ___ | ___ | Landings—short & soft fields |
| ___ | ___ | ___ | Landings—normal/ crosswind |
| ___ | ___ | ___ | Power-off 180 degree accuracy landing |
| ___ | ___ | ___ | Touchdown— drift, centerline |
| ___ | ___ | ___ | Runway incursion avoidance |
| ___ | ___ | ___ | ✓ Taxi |
| ___ | ___ | ___ | ✓ Shut down |

Hours		

STAGE ONE—Lesson 3 Dual Aircraft Continued

POST FLIGHT

___ ___ ___ Post flight/ securing of aircraft
 ___ ___ ___ Debrief/ update syllabus & logbook

COMPLETION STANDARDS

This lesson is complete when the student can perform the listed maneuvers to Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better on all tasks.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE ONE—Lesson 4 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The CFI student will become familiar with the visual perspectives from the right seat while flying solely by reference to instruments.

TIME: 1.0 hours approximately. Instrument

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ SRM
- ___ ___ ___ Situational awareness/ spatial disorientation
- ___ ___ ___ CFIT/ wire strike avoidance
- ___ ___ ___ Attitude instrument flying
- ___ ___ ___ VOR, GPS navigation

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Comm & nav radio setup
- ___ ___ ___ GPS setup
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Runway incursion avoidance

TAKEOFF/ CLIMB

- ___ ___ ___ Runup
- ___ ___ ___ Take off communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Departure procedure
- ___ ___ ___ Climb Vx, Vy cruise

BASIC INSTRUMENT MANUEVERS

- ___ ___ ___ Cruise

COMPLETION STANDARDS

This lesson is complete when the student can perform the listed maneuvers to Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better on all tasks.

Instructor	Student	Date	Acft Type	N #

- ___ ___ ___ Straight and level
- ___ ___ ___ Constant airspeed climbs
- ___ ___ ___ Constant airspeed descents
- ___ ___ ___ Turns to headings
- ___ ___ ___ Recovery from unusual attitudes
- ___ ___ ___ Magnetic compass

RADIO NAVIGATION

- ___ ___ ___ VOR position finding
- ___ ___ ___ VOR intercepting & tracking
- ___ ___ ___ GPS navigation

APPROACH & LANDING

- ___ ___ ___ Descent
- ___ ___ ___ Communications
- ___ ___ ___ Landing
- ___ ___ ___ Instrument approach
- ___ ___ ___ Landing— normal/ crosswind
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shutdown

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE ONE—Lesson 5 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The instructor student will continue the right seat transition by performing the listed maneuvers from the right seat of the training aircraft.

TIME: 3 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ ADM and risk management
- ___ ___ ___ LAHSO
- ___ ___ ___ SRM
- ___ ___ ___ Wake turbulence/ wind shear avoidance
- ___ ___ ___ CFIT/ wire strike avoidance
- ___ ___ ___ Positive transfer of controls
- ___ ___ ___ Positive aircraft control
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Stall/ spin awareness
- ___ ___ ___ Checklist usage
- ___ ___ ___ Collision avoidance

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Comm & nav radio setup
- ___ ___ ___ ATIS— obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Short/ soft field takoffs
- ___ ___ ___ Traffics pattern departure

BASIC MANUEVERS

- ___ ___ ___ Climbs— turns (Vx, Vy, cruise)
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks

PERFORMANCE MANUEVERS

- ___ ___ ___ Steep turns
- ___ ___ ___ Chandelles
- ___ ___ ___ Lazy eights
- ___ ___ ___ Steep spiral

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Slips to landing
- ___ ___ ___ Go arounds
- ___ ___ ___ Landings— normal & crosswind
- ___ ___ ___ Landings— short & soft field
- ___ ___ ___ Power-off 180 degree accuracy landing
- ___ ___ ___ Touchdown— drift, centerline
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

Hours		

STAGE ONE—Lesson 5 Dual Aircraft Continued

COMPLETION STANDARDS

The lesson is complete when the CFI can perform all the listed maneuvers to Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better on each task.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE ONE—Lesson 6 *Dual Aircraft*

RIGHT SEAT TRANSITION

OBJECTIVE: The CFI student will develop instructional competency in spin entries, spins, and spin recoveries techniques. The flight instructor who conducts the spin instruction shall make the appropriate logbook endorsements.

TIME: 1 hour approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ Special emphasis areas
- ___ ___ ___ Aerodynamics of spins
- ___ ___ ___ FAR's concerning spin training 91.303, 91.307, 61.183
- ___ ___ ___ Aircraft approved for spins
- ___ ___ ___ Weight & balance requirements
- ___ ___ ___ Phases of spin
- ___ ___ ___ Common errors related to spins

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Remove all loose articles/ equipment
- ___ ___ ___ Airplane servicing

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Communication & navigation radio setup
- ___ ___ ___ ATIS— obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Traffic pattern departure

BASIC MANUEVERS

- ___ ___ ___ Climbs— turns (Vx, Vy, cruise)
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks

SPINS

- ___ ___ ___ Entry (power off & on)
- ___ ___ ___ Orientation
- ___ ___ ___ Recovery

APPROACH & LANDING

- ___ ___ ___ Descent
- ___ ___ ___ Communications
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Normal/ crosswind landing
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook
- ___ ___ ___ Spin endorsement

Hours		

STAGE ONE—Lesson 6 Dual Aircraft Continued

COMPLETION STANDARDS

The lesson is complete when the CFI student has developed instructional competency in spin entries, spins, and spin recoveries. At the successful completion of this lesson the flight instructor who conducted the spin instruction shall certify in the CFI's student's logbook the endorsement required by FAR 61.183 and the Flight Instructor Practical Test Standard.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/AATD	Total Training Time
Previous							
This Lesson							
Total							

I certify that _____ has received the required training of section 61.183 (i). I have determined that he/she is competent in instructional skills for training stall awareness, spin entry, spins, and spin recovery procedures.

Instructor _____ Date _____

Hours		

STAGE ONE—Lesson 7 *Dual Aircraft*

STAGE CHECK

OBJECTIVE: To evaluate the CFI student 's ability to correctly perform the listed maneuvers and procedures.

TIME: 2.0 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ ADM and risk management
- ___ ___ ___ LAHSO
- ___ ___ ___ Positive aircraft control
- ___ ___ ___ Wake turbulence/ wind shear avoidance
- ___ ___ ___ Positive transfer of controls
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Stall/ spin awareness
- ___ ___ ___ Collision avoidance
- ___ ___ ___ Checklist usage
- ___ ___ ___ TFR's and SUA's
- ___ ___ ___ ATC light signals
- ___ ___ ___ Airport & runway markings/ lighting
- ___ ___ ___ CFIT/wire strike avoidance
- ___ ___ ___ Aviation security
- ___ ___ ___ SRM

PREFLIGHT

- ___ ___ ___ ✓ Airframe, engine, & systems
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management

START UP & TAXI

- ___ ___ ___ ✓ Engine start
- ___ ___ ___ Comm & Nav radio setup
- ___ ___ ___ ATIS– obtain / copy
- ___ ___ ___ ✓ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance– copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ ✓ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Short/ soft field takeoffs
- ___ ___ ___ Traffics pattern departure

BASIC MANEUVERS

- ___ ___ ___ ✓ Climbs– turns (Vx, Vy, Cruise)
- ___ ___ ___ ✓ Cruise
- ___ ___ ___ Engine checks/ Traffic checks

GROUND REFERENCE MANEUVERS

- ___ ___ ___ ✓ Pre-maneuver
- ___ ___ ___ Turns around a point
- ___ ___ ___ Rectangular course
- ___ ___ ___ Eights on pylons
- ___ ___ ___ S-turns across a road

SLOW FLIGHT AND STALLS

- ___ ___ ___ Slow flight
- ___ ___ ___ Power-on stalls
- ___ ___ ___ Power-off stalls
- ___ ___ ___ Cross-control stalls
- ___ ___ ___ Elevator trim stalls
- ___ ___ ___ Secondary stalls
- ___ ___ ___ Spins/ endorsement
- ___ ___ ___ Accelerated stalls

Hours		

STAGE ONE—Lesson 7 Dual Aircraft Continued

STAGE CHECK

EMERGENCY OPERATIONS

- ___ ___ ___ Fires
- ___ ___ ___ Emergency approach & landing
- ___ ___ ___ Systems & equipment malfunctions
- ___ ___ ___ Engine failure— take off run, after takeoff & in flight
- ___ ___ ___ Emergency descents
- ___ ___ ___ Emergency equipment & survival gear

BASIC INSTRUMENT MANEUVERS (IR)

- ___ ___ ___ Straight-and-level flight
- ___ ___ ___ Constant airspeed climbs
- ___ ___ ___ Constant airspeed descents
- ___ ___ ___ Turns to headings
- ___ ___ ___ Recovery from unusual flight attitudes

PERFORMANCE MANEUVERS

- ___ ___ ___ Chandelles
- ___ ___ ___ Steep turns
- ___ ___ ___ Lazy eights
- ___ ___ ___ Steep spiral

APPROACH AND LANDING

- ___ ___ ___ ✓ Descent
- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ ✓ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Normal and crosswind
- ___ ___ ___ Slip to a landing
- ___ ___ ___ Go— around/ rejected landing
- ___ ___ ___ Short & soft field landing
- ___ ___ ___ Power-off 180 degree accuracy landing
- ___ ___ ___ Stop and go/ taxi back
- ___ ___ ___ ✓ Taxi/ after landing
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ ✓ Shut down

POSTFLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

COMPLETION STANDARDS

At the completion of this lesson, the CFI student will demonstrate the ability to perform each of the listed maneuvers and procedures from the right seat at a proficiency level which meets those criteria outlined in the Commercial Pilot Airman Certification Standards and achieve a grade of 2 or better on all tasks. Single pilot resource management will be emphasized and evaluated throughout this stage check.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

FLIGHT INSTRUCTOR CERTIFICATION

Training Course Outline

STAGE TWO

Teaching Stage

Lesson 8-13

12.0 hours (approx) of Dual flight training

which includes:

1.2 hours (max) of AATD training/Instrument training

Practice instruction from the right seat of the complex aircraft will be emphasized in this stage.

3 hours of training in preparation for the practical test must be within 2 calendar months of the date of the test.

Stage Two Objectives

During this stage of training, the CFI student will develop the ability to teach the subject matter; procedures, maneuvers, and related common errors required by the Flight Instructor Practical Test Standards that are contained herein.

Stage Two Completion Standards

This stage will be complete when the student has completed all stage two lessons including the end of course certification test. The CFI applicant must be able to perform the procedures and maneuvers included in the Flight Instructor Practical Test Standards to the Commercial Pilot skill level while giving effective flight instruction. They must be able to apply the fundamentals of instruction, prepare and present lesson plans, and analyze and correct common errors related to the procedures and maneuvers covered in each task.

Hours		

STAGE TWO—Lesson 8 *Dual Aircraft*

TEACHING STAGE

OBJECTIVE: The CFI student will develop instructional competency by simultaneously describing and demonstrating the listed maneuvers to at least the Commercial Pilot skill level while giving effective instruction. During this lesson, instruction in the complex aircraft and competence in describing, recognizing, analyzing, and correcting common errors associated with the listed tasks will be emphasized.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ Special emphasis areas
- ___ ___ ___ Fundamentals of instructing
- ___ ___ ___ Common errors of listed tasks
- ___ ___ ___ High performance/ complex A/C systems
- ___ ___ ___ Use of distractions
- ___ ___ ___ UD Standardization Manual
- ___ ___ ___ CFIT/ wire strike avoidance

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Communication & navigation radio setup
- ___ ___ ___ ATIS— obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind
- ___ ___ ___ Traffic pattern departures

MANUEVERS

- ___ ___ ___ Climbs— turns (Vx, Vy, Cruise)
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks
- ___ ___ ___ S-turns across a road
- ___ ___ ___ Turns around a point
- ___ ___ ___ Rectangular course
- ___ ___ ___ Eights on pylons
- ___ ___ ___ Descent

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Slips to landing
- ___ ___ ___ Go arounds
- ___ ___ ___ Landings— normal, crosswind
- ___ ___ ___ Touchdown— drift, centerline
- ___ ___ ___ Stop and go/ taxi back
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

Hours

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STAGE TWO—Lesson 8 Dual Aircraft Continued

COMPLETION STANDARDS

This lesson is complete when the CFI student can apply the fundamentals of instructing, describe, recognize, and correct common errors, while giving effective instruction on the procedures and maneuvers listed. The procedures and maneuvers selected must be at least to the Commercial Pilot skill level in the complex aircraft and achieve a grade of 2 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE TWO—Lesson 9 Dual Aircraft

TEACHING STAGE

OBJECTIVE: Develop instructional competency in the listed maneuvers and demonstrate to at least the Commercial Pilot Skill Level. Instruction in the complex aircraft will be emphasized.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ Special emphasis areas
- ___ ___ ___ Fundamentals of instructing
- ___ ___ ___ Common errors of listed tasks
- ___ ___ ___ High performance/ complex A/C systems
- ___ ___ ___ Performance and limitations
- ___ ___ ___ Radio communications & ATC light signals
- ___ ___ ___ Airport & runway marking & lighting
- ___ ___ ___ Use of distractions
- ___ ___ ___ UD Standardization Manual

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management
- ___ ___ ___ Airworthiness requirements

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Communication & navigation radio setup
- ___ ___ ___ ATIS– obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance– copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Traffic pattern departure

MANUEVERS

- ___ ___ ___ Climbs
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks
- ___ ___ ___ Slow flight (All configurations)
- ___ ___ ___ Power off stalls
- ___ ___ ___ Power on stalls
- ___ ___ ___ Cross-controlled stalls
- ___ ___ ___ Elevator trim stalls
- ___ ___ ___ Secondary stalls
- ___ ___ ___ Accelerated stalls
- ___ ___ ___ Descents

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Forward & side slips
- ___ ___ ___ Go arounds
- ___ ___ ___ Landings– normal/ crosswind
- ___ ___ ___ Touchdown– drift, centerline
- ___ ___ ___ Stop and go/ taxi back
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

Hours		

STAGE TWO—Lesson 9 Dual Aircraft Continued

COMPLETION STANDARDS

This lesson is complete when the CFI student can apply the fundamentals of instructing, describe, recognize, and correct common errors, while giving effective instruction on the procedures and maneuvers listed. The procedures and maneuvers selected must be at least to the Commercial Pilot skill level in the complex aircraft and achieve a grade of 2 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE TWO—Lesson 10 *Dual Aircraft*

TEACHING STAGE

OBJECTIVE: Develop instructional competency in the listed maneuvers and demonstrate to at least the Commercial Pilot Skill Level in the complex aircraft.

TIME: 2 hours approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ Special emphasis areas
- ___ ___ ___ Fundamentals of instructing
- ___ ___ ___ Use of distractions
- ___ ___ ___ Common errors of listed tasks
- ___ ___ ___ High performance/ complex A/C systems
- ___ ___ ___ Performance & limitations
- ___ ___ ___ UD Standardization Manual

EMERGENCY PROCEDURES (ORAL REVIEW)

- ___ ___ ___ Emergency approach & landing (simulated)
- ___ ___ ___ Systems and equipment malfunction
- ___ ___ ___ Emergency descent
- ___ ___ ___ Emergency equipment & survival gear

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management
- ___ ___ ___ Airworthiness requirements

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Comm & Nav radio setup
- ___ ___ ___ ATIS— obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Short/ soft field takeoffs
- ___ ___ ___ Traffic pattern departure

MANUEVERS

- ___ ___ ___ Climbs-turns (Vx, Vy, cruise)
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks

EMERGENCY PROCEDURES

- ___ ___ ___ Emergency approach & landing
- ___ ___ ___ Fires
- ___ ___ ___ Emergency descent
- ___ ___ ___ Hydraulic malfunction
- ___ ___ ___ Electrical malfunctions
- ___ ___ ___ Runaway trim
- ___ ___ ___ Landing gear or flap malfunction
- ___ ___ ___ Rough engine/ partial power loss
- ___ ___ ___ Fuel starvation
- ___ ___ ___ Icing encounter
- ___ ___ ___ Engine overheat
- ___ ___ ___ Loss of engine oil pressure
- ___ ___ ___ Door or window opening in flight

NAVIGATION

- ___ ___ ___ VOR / GPS course intercepting & tracking
- ___ ___ ___ Diversion & lost procedures

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Forward & side slips
- ___ ___ ___ Go arounds
- ___ ___ ___ Landings— short & soft field
- ___ ___ ___ Power-off 180 degree accuracy landing
- ___ ___ ___ Touchdown— drift, centerline
- ___ ___ ___ Stop and go/ taxi back
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

Hours		

STAGE TWO—Lesson 10 Dual Aircraft Continued

POST FLIGHT

___ ___ ___ Post flight/ securing of aircraft
 ___ ___ ___ Debrief/ update syllabus & logbook

COMPLETION STANDARDS

This lesson is complete when the CFI student can apply the fundamentals of instructing, describe, recognize, and correct common errors, while giving effective instruction on the procedures and maneuvers listed. The procedures and maneuvers selected must be at least to the Commercial Pilot skill level in the complex aircraft and achieve a grade of 2 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE TWO—Lesson 11 Dual AATD or Aircraft

TEACHING STAGE

OBJECTIVE: Demonstrate and simultaneously explain the elements related to flight solely by reference to instruments while performing the listed tasks.

TIME: 1.2 hours (max) AATD. Instrument

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ SRM
- ___ ___ ___ Situational awareness/ spatial disorientation
- ___ ___ ___ Attitude instrument flying
- ___ ___ ___ Common errors of listed tasks
- ___ ___ ___ VOR, GPS navigation
- ___ ___ ___ UD Standardization Manual

START UP AND TAXI

- ___ ___ ___ ✓ Engine start
- ___ ___ ___ Communication & navigation radio setup
- ___ ___ ___ GPS setup
- ___ ___ ___ ✓ Taxi/ taxi brief
- ___ ___ ___ Runway incursion avoidance

TAKEOFF & CLIMB

- ___ ___ ___ ✓ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Departure procedures
- ___ ___ ___ ✓ Climb– vx, vy, cruise

COMPLETION STANDARDS

This lesson is complete when the CFI student can perform the listed tasks to Commercial Airman Certification Standards while giving effective instruction.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

BASIC INSTRUMENT MANEUVERS (IR)

- ___ ___ ___ ✓ Cruise
- ___ ___ ___ Straight & level
- ___ ___ ___ Constant airspeed climbs
- ___ ___ ___ Constant airspeed descents
- ___ ___ ___ Turns to headings
- ___ ___ ___ Recovery from unusual attitudes
- ___ ___ ___ Magnetic compass

RADIO NAVIGATION

- ___ ___ ___ VOR navigation
- ___ ___ ___ GPS navigation
- ___ ___ ___ Holding pattern

APPROACH & LANDING

- ___ ___ ___ ✓ Descent
- ___ ___ ___ Communications
- ___ ___ ___ Instrument approach
- ___ ___ ___ ✓ Landing
- ___ ___ ___ Touch-down—drift centerline
- ___ ___ ___ ✓ Stop and go/ taxi back
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ ✓ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Hours		

STAGE TWO—Lesson 12 *Dual Aircraft*

TEACHING STAGE

OBJECTIVE: Develop instructional competency in the listed maneuvers and demonstrate to at least the Commercial Pilot skill level in the complex aircraft.

TIME: 3 hour approximately.

PREFLIGHT BRIEFING

- ___ ___ ___ Discussion of this lesson
- ___ ___ ___ Special emphasis areas
- ___ ___ ___ Fundamentals of instructing
- ___ ___ ___ Use of distractions
- ___ ___ ___ Common errors of listed tasks
- ___ ___ ___ Performance & limitations
- ___ ___ ___ UD Standardization Manual

PREFLIGHT

- ___ ___ ___ Airframe, engine, & systems preflight
- ___ ___ ___ Airplane servicing
- ___ ___ ___ Cockpit management
- ___ ___ ___ Airworthiness requirements

START UP & TAXI

- ___ ___ ___ Engine start
- ___ ___ ___ Communication & navigation Radio setup
- ___ ___ ___ ATIS—obtain / copy
- ___ ___ ___ Taxi/ taxi brief
- ___ ___ ___ Taxi clearance— copy, confirm, comply
- ___ ___ ___ Review taxi route
- ___ ___ ___ Brake check
- ___ ___ ___ Call all HOLD SHORT LINES

TAKEOFF

- ___ ___ ___ Runup
- ___ ___ ___ Takeoff communications
- ___ ___ ___ Normal/ crosswind takeoffs
- ___ ___ ___ Short/ soft field takeoffs
- ___ ___ ___ Traffic pattern departure

MANUEVERS

- ___ ___ ___ Climbs
- ___ ___ ___ Cruise
- ___ ___ ___ Pre-maneuver
- ___ ___ ___ Engine checks/ traffic checks
- ___ ___ ___ Steep turns
- ___ ___ ___ Chandelles
- ___ ___ ___ Lazy eights
- ___ ___ ___ Steep spiral
- ___ ___ ___ Eights on pylons

APPROACH & LANDING

- ___ ___ ___ Communications
- ___ ___ ___ Pattern entry
- ___ ___ ___ Landing
- ___ ___ ___ Landing clearance
- ___ ___ ___ Slips to landing
- ___ ___ ___ Go around
- ___ ___ ___ Landings— normal/ crosswind
- ___ ___ ___ Short/ soft field landings
- ___ ___ ___ Power off 180 degree accuracy landing
- ___ ___ ___ Touchdown—drift, centerline
- ___ ___ ___ Stop and go/ taxi back
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ Taxi
- ___ ___ ___ Shut down

POST FLIGHT

- ___ ___ ___ Post flight/ securing of aircraft
- ___ ___ ___ Debrief/ update syllabus & logbook

Hours		

STAGE TWO—Lesson 12 Dual Aircraft Continued

COMPLETION STANDARDS

The lesson is complete when the CFI student can apply the fundamentals of instructing; describe, recognize, and correct common errors while giving effective instruction on the procedures and maneuvers listed to at least the Commercial Pilot skill level in the complex aircraft and achieve a grade of 3 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

LESSON 13

UD FLIGHT INSTRUCTOR CERTIFICATION– END OF COURSE TEST– PAGE 1

OBJECTIVE: The student will demonstrate the knowledge and skills necessary to become a Flight Instructor.

TIME: 1.8 hours approximately.

CFI applicant _____ Examiner _____ Date _____

EVALUATION PRELIMINARIES

- ___ ___ ___ Driver license– current, picture ID
- ___ ___ ___ Commercial certificate– verified
- ___ ___ ___ Medical Certificate– current 3rd Class or higher
- ___ ___ ___ Logbook endorsements-correct
- ___ ___ ___ 8710 Form– correct, dated, signed
- ___ ___ ___ FOI Knowledge Test– current, 70 or better
- ___ ___ ___ CFI Knowledge Test– current, 70 or better
- ___ ___ ___ Certificate of enrollment- completed
- ___ ___ ___ Training course outline– completed
- ___ ___ ___ Ground school sign-off– verified

SPECIAL EMPHASIS AREAS

- ___ ___ ___ ADM and risk management
- ___ ___ ___ Positive aircraft control
- ___ ___ ___ LAHSO
- ___ ___ ___ Wake turbulence/ wind shear avoidance
- ___ ___ ___ Positive transfer of controls
- ___ ___ ___ Runway incursion avoidance
- ___ ___ ___ CFIT/ wire strike avoidance
- ___ ___ ___ Stall/ spin awareness
- ___ ___ ___ Collision avoidance
- ___ ___ ___ Checklist Usage
- ___ ___ ___ Single-pilot Resource Management (SRM)
- ___ ___ ___ TFRs and SUAs
- ___ ___ ___ Use of distractions
- ___ ___ ___ Aviation security

I. FUNDAMENTALS OF INSTRUCTION

Note: The examiner shall select task E and one other task.

- ___ ___ ___ A. Human behavior & effective communications
- ___ ___ ___ B. The learning process
- ___ ___ ___ C. The teaching process
- ___ ___ ___ D. Assessment and critique
- ___ ___ ___ E. Instructor responsibilities and professionalism
- ___ ___ ___ F. Techniques of flight instruction
- ___ ___ ___ G. Risk management

II. TECHNICAL SUBJECT AREAS

Note: The Examiner shall select task B, M and at least one other task.

- ___ ___ ___ A. Aeromedical Factors
- ___ ___ ___ B. Runway incursion avoidance
- ___ ___ ___ C. Visual Scanning & Collision Avoidance
- ___ ___ ___ D. Principles of Flight
- ___ ___ ___ E. Airplane Flight Controls
- ___ ___ ___ F. Airplane Weight & Balance
- ___ ___ ___ G. Navigation & Flight Planning
- ___ ___ ___ H. Night Operations
- ___ ___ ___ I. High Altitude Operations
- ___ ___ ___ J. 14 CFR
- ___ ___ ___ K. National Airspace System
- ___ ___ ___ L. Navigation Systems & Radar Services
- ___ ___ ___ M. Logbook Entries & Endorsements

III. PREFLIGHT PREPARATION

Note: The examiner shall select at least one task.

- ___ ___ ___ A. Certificates & documents
- ___ ___ ___ B. Weather information
- ___ ___ ___ C. Operations of systems
- ___ ___ ___ D. Performance & limitations
- ___ ___ ___ E. Airworthiness requirements

IV. PREFLIGHT LESSON ON A MANUEVER

Note: To be performed in flight from area of operation VII through XIII

- ___ ___ ___ Maneuver lesson

LESSON 13 CONTINUED

UD FLIGHT INSTRUCTOR CERTIFICATION– END OF COURSE TEST– PAGE 2

OBJECTIVE: The student will demonstrate the knowledge and skills necessary to become a Flight Instructor.

TIME: As required.

CFI applicant _____ Examiner _____ Date _____

V. PREFLIGHT PROCEDURES

Note: The examiner shall select at least one task.

- ___ ___ ___ A. Preflight Inspection
- ___ ___ ___ B. Cockpit Management
- ___ ___ ___ C. Engine Starting
- ___ ___ ___ D. Taxiing (ASEL)
- ___ ___ ___ E. Before Takeoff Check

VI. AIRPORT OPERATIONS

Note: The examiner shall select at least one task.

- ___ ___ ___ A. Radio Communications and ATC Light Signals
- ___ ___ ___ B. Traffic Patterns
- ___ ___ ___ C. Airport and Runway Markings and Taxiway Signs, markings and lighting

VII. TAKEOFFS, LANDINGS, AND GO-AROUNDS

Note: The Examiner shall select at least two takeoff and two landing tasks.

- ___ ___ ___ A. Normal & Crosswind Takeoff & Climb
- ___ ___ ___ B. Short-Field Takeoff & Maximum Performance Climb
- ___ ___ ___ C. Soft-Field Takeoff & Climb
- ___ ___ ___ D. Normal & Crosswind Approach & Landing
- ___ ___ ___ E. Slip to Landing
- ___ ___ ___ F. Go-Around/ Rejected Landing
- ___ ___ ___ G. Short-Field Approach & Landing
- ___ ___ ___ H. Soft-Field Approach & Landing
- ___ ___ ___ I. Power-off 180 degree Accuracy, Approach, and Landing

VIII. FUNDAMENTALS OF FLIGHT

Note: The Examiner shall select at least one task.

- ___ ___ ___ A. Straight-and-Level Flight
- ___ ___ ___ B. Level Turns
- ___ ___ ___ C. Straight Climbs & Climbing Turns
- ___ ___ ___ D. Straight Descents & Descending Turns

IX. PERFORMANCE MANEUVERS

Note: The Examiner shall select at least task A or B and C or D.

- ___ ___ ___ A. Steep Turns
- ___ ___ ___ B. Steep Spirals
- ___ ___ ___ C. Chandelles
- ___ ___ ___ D. Lazy Eights

X. GROUND REFERENCE MANEUVERS

Note: The Examiner shall select task D and one other task.

- ___ ___ ___ A. Rectangular Course
- ___ ___ ___ B. S-Turns Across a road
- ___ ___ ___ C. Turns around a point
- ___ ___ ___ D. Eights on Pylons

XI. SLOW FLIGHT, STALLS, AND SPINS

Note: The Examiner shall select at least one proficiency stall (task B or C) at least one demonstration stall (task D, E or F) and task G.

- ___ ___ ___ A. Maneuvering During Slow Flight
- ___ ___ ___ B. Power-On Stalls (Proficiency)
- ___ ___ ___ C. Power-Off Stalls (Proficiency)
- ___ ___ ___ D. Crossed-Controlled Stalls (Demonstration)
- ___ ___ ___ E. Elevator Trim Stalls (Demonstration)
- ___ ___ ___ F. Secondary Stalls (Demonstration)
- ___ ___ ___ G. Spins
- ___ ___ ___ H. Accelerated Stalls

Note: At the discretion of the examiner, a logbook record attesting instructional competency in spin entries, spins, and spin recoveries may be accepted in lieu of this task.

XII. BASIC INSTRUMENT MANEUVERS

The examiner shall select at least one task.

- ___ ___ ___ A. Straight-and-Level Flight
- ___ ___ ___ B. Constant Airspeed Climbs
- ___ ___ ___ C. Constant Airspeed Descents
- ___ ___ ___ D. Turns to Headings
- ___ ___ ___ E. Recovery from Unusual Flight Attitudes

LESSON 13

UD FLIGHT INSTRUCTOR CERTIFICATION– END OF COURSE TEST– PAGE 3

OBJECTIVE: The student will demonstrate the knowledge and skills necessary to become a Flight Instructor.

TIME: 1.8 hours approximately.

CFI applicant _____

Examiner _____

XIII. EMERGENCY OPERATIONS

Note: The Examiner shall select at least tasks A and B.

- _____ A. Emergency Approach and Landing
- _____ B. Systems and Equipment Malfunctions

Note: Select at least five.

- _____ 1. Smoke, fire, or both, during ground or flight operations
- _____ 2. Rough running of engine or partial power loss
- _____ 3. Loss of engine oil pressure
- _____ 4. Fuel starvation
- _____ 5. Engine overheat
- _____ 6. Hydraulic malfunction
- _____ 7. Electrical malfunction
- _____ 8. Carburetor or induction icing
- _____ 9. Door or window opening in flight
- _____ 10. Inoperative or "Runaway" trim
- _____ 11. Landing gear or flap malfunction
- _____ 12. Pressurization malfunction

- _____ C. Emergency Equipment and Survival Gear
- _____ D. Emergency descent

POST FLIGHT

- _____ Post flight procedures/ Securing of Aircraft
- _____ Debrief/ Update syllabus & Logbook
- _____ Issue Graduation Certificate

COMPLETION STANDARDS

This end of course test is passed if, in the judgment of the examiner, the applicant demonstrates satisfactory performance with regard to the knowledge and skills set forth in the FAA Flight Instructor Airman Certification Standards relevant to the tasks selected.

Attempt Flight 1

Examiner _____

Student _____

Date _____

Oral Time _____

Flight Time _____

Attempt Flight 2

Examiner _____

Student _____

Date _____

Oral Time _____

Flight Time _____

Attempt Flight 3

Examiner _____

Student _____

Date _____

Oral Time _____

Flight Time _____

TOTAL ORAL TEST TIME _____

TOTAL FLIGHT TEST TIME _____

AIRCRAFT N # _____

LESSON 13 CONTINUED

UD COMMERCIAL FLIGHT INSTRUCTOR- PRACTICAL TEST—PAGE 4 CONTINUED

Comments:

Recommendations:

1 _____ **The End-Of-Course Evaluation performance indicates the additional review is necessary.**

- Do review lessons on all items marked "1" until your instructor indicates a satisfactory "3".
- Insert the review lesson sheets following this page.
- Then return to the Chief or Assistant Chief Instructor for reevaluation.

Chief/ Assistant Chief Instructor	Student	Date
_____	_____	_____

2 _____ **This End-of-Course Evaluation was performed in a satisfactory manner.**

Chief/ Assistant Chief Instructor	Student	Date
_____	_____	_____

COMPLETION STANDARDS

The lesson is complete when the CFI student can apply the fundamentals of instructing; describe, recognize, and correct common errors while giving effective instruction on the procedures and maneuvers listed to at least the Commercial Pilot skill level in the High Performance/ Complex Aircraft and achieve a grade of 2 or better.

Instructor	Student	Date	Acft Type	N #
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

	Pre/ Postflight Briefing	Dual Day/Night Aircraft	Dual Instrument Aircraft	Dual AATD (Instrument)	Total Aircraft	Total Instrument/ AATD	Total Training Time
Previous							
This Lesson							
Total							

Flight Instructor Ground Training Course

Hours

Stage 1 – a minimum of 10.0 ground training hours

Stage 2 – a minimum of 15.0 ground training hours

Stage 3 – a minimum of 15.0 ground training hours

Minimum of 40.0 ground training hours

Objectives

The student will obtain the necessary aeronautical knowledge, instructional background and meet the prerequisites specified in FAR Part 61 and has the necessary knowledge to pass the FAA Fundamentals of Instruction and Flight Instructor, Airplane Knowledge Tests.

Completion Standards

The student will demonstrate, through oral and written tests and records, that he/she meets the prerequisites specified in FAR Part 61 and has the necessary knowledge to pass the FAA Fundamentals of Instruction and Flight Instructor Airplane Knowledge Tests.

Course Implementation

Stage I, Fundamentals of Instruction, may be taught concurrently with Stage II, Technical Subject Areas, as these two courses are offered separately and may be offered on different days/ times of the week according to the University's class schedule. Stage III, The Practice Teaching Hours, must equal the minimum course hours of 15. The hours will be accumulated from the University of Dubuque Fundamentals of Instruction and Aeronautical Knowledge courses offered as AV 430 and AV 431.

Flight Instructor Ground Training Course

STAGE 1

Fundamentals of Instructing

Lessons 1-2

10.0 hours of ground training

Stage 1 Objectives

During this stage the student will learn the aspects related to the fundamentals of instructing. This includes the theory of learning, lesson planning and course development, and instructor responsibilities and endorsements.

Stage 1 Completion Standards

At the completion of this stage of training the aviation student shall demonstrate by oral and written means an understanding of the FOI by completing a written examination on the material discussed in this stage. Successful completion of this stage, will enable the student to take the FAA Knowledge Test on the Fundamentals of Instruction.

LESSON 1
INSTRUCTION TECHNIQUE

OBJECTIVES

- ◆ The objective of this lesson is to familiarize the student with the learning processes and characteristics, and the techniques of classroom instruction. This knowledge will be valuable when the student begins practicing effective teaching methods later in this course.

CONTENT

- The Learning Process
- Human Behavior
- Effective Communications
- The Teaching Process
- Teaching Methods
- The Instructor as a Critic
- Evaluation
- Instructional Aids

LESSON COMPLETION STANDARDS

The student will demonstrate during the discussions that occur in the classroom, that they understand how the learning process and techniques can be used to promote learning.

LESSON 2

OBJECTIVES

- ◆ During this lesson the student will be familiarized with Flight Instructor characteristics and responsibilities, techniques of flight instruction, and the knowledge of lesson planning and course development.

CONTENT

- Flight Instructor Characteristics and Responsibilities
- Techniques of Flight Instruction
- Planning Instructional Activity

LESSON COMPLETION STANDARDS

At the completion of this lesson the student will be required to complete a written examination covering the material discussed in Lessons 1 and 2 and demonstrate that they are prepared to take the FAA Knowledge Test on the Fundamentals of Instruction.

Flight Instructor Ground Training Course

STAGE 2

Technical Subject Areas

Lessons 3-4

15.0 hours (approx) of ground training

Stage 2 Objectives

During this stage, the student will review the technical subject areas pertinent to the private and commercial pilot. This will strengthen the student's understanding and prepare them to teach this information

Stage 2 Completion Standards

The student will complete each ground lesson in this stage. After reviewing the certification requirements for the private and commercial pilot the student must successfully complete a written examination of the material presented in this stage.

LESSON 3

OBJECTIVES

- ◆ During this lesson the student will review the qualifications, privileges, and limitations for the private and commercial pilot. The airman application form, Airman Certification Standards, and the advisory circular system will be reviewed for more complete understanding of these publications.

CONTENT

- AC 61-65
- FAR Part 1, 61, 141
- FAR Part 91 and NTSB 830
- Logbook entries & endorsements
- FAR Form 8710-1
- FAA Advisory Circulars
- Airman Certification Standards

LESSON COMPLETION STANDARDS

At the completion of this lesson the student should be able to explain the general qualifications for the private and commercial pilot. The student should also possess a working knowledge of all the publications discussed during this lesson.

LESSON 4 INSTRUCTION TECHNIQUE

OBJECTIVES

- ◆ During this lesson, the student will review the principles of flight performance characteristics in order to achieve the level of understanding required to teach this information to a student.

CONTENT

- The Atmosphere & Theories of Flight
- The Aircraft— Forces Acting on the Airplane
- Stability and Performance
- Weight & Balance

LESSON COMPLETION STANDARDS

At the completion of this lesson the student should be able to explain the aerodynamic principles and theory of flight as it would be taught to a student. The student will complete a written examination covering the material presented in this stage of training.

Flight Instructor Ground Training Course

STAGE 3

Teaching

Lessons 5-7

15.0 hours (approx) of ground training

Stage 3 Objectives

During this stage, the student will learn to analyze and effectively teach the performance of the flight maneuvers and the knowledge areas pertinent to the private and commercial pilot.

Stage 3 Completion Standards

The student will gain experience in the teaching of flight maneuvers and operations, and develop the ability to analyze and correct common errors associated with those tasks. Instructor level proficiency will be sought in this area of operation. Upon completion of this stage the student will possess the knowledge required to pass the Flight Instructor Airplane Knowledge Test.

LESSON 5
INSTRUCTION TECHNIQUE

OBJECTIVES

- ◆ The student will present a lesson plan assigned by the instructor on tasks selected from the Private Practical Test Standard. The format of the lesson plan should adhere to the procedures contained in the Aviation Instructors Handbook. Instructor level performance will be sought during this lesson.

CONTENT

- Stating the Purpose
- Give an accurate, comprehensive oral description, including elements and common errors
- Use instructional aids, as appropriate
- Describe the recognition, analysis, and correction of common errors

LESSON COMPLETION STANDARDS

The instructor will determine that the student's performance meets the objective, and will provide the student with helpful suggestions to improve upon their delivery of the lesson.

LESSON 6

OBJECTIVES

- ◆ The student will present a lesson on selected maneuvers or operations from the Commercial Pilot Practical Test Standard as the lessons would be taught to a commercial pilot student. Instructor level proficiency will be sought in this operation.

CONTENT

- Stating the Purpose
- Give an accurate, comprehensive oral description, including elements and common errors
- Use instructional aids, as appropriate
- Describe the recognition, analysis, and correction of common errors

LESSON COMPLETION STANDARDS

This lesson is complete when the student demonstrates effective communication and delivery of the lesson plan. Upon completion of Lessons 5 and 6 of this stage the student will display instructor level proficiency in the delivery of lessons appropriate to the private and commercial pilot.

LESSON 7 INSTRUCTION TECHNIQUE

OBJECTIVES

- ◆ The objective of this lesson is to discuss the areas and tasks unique to the Flight Instructor. Lesson plans will be presented on “Transition to the right seat” and “spins”. These are just two of the challenging tasks the instructor applicant will master during their course of training.

CONTENT

- Review Instructor Requirements to teach Instructor Applicants
- Lesson Plan on “Transition to the right seat”
- Lesson Plan on “Spins”

LESSON COMPLETION STANDARDS

The student should exhibit instructional knowledge of the requirements to teach instructor applicants and the operational difficulties that arise during their initial transition to the right seat. Additionally, the student should exhibit instructional knowledge of the elements of spins and the associated common errors. At the completion of this lesson the student will satisfactorily complete a written examination on the material presented in this stage. This will prepare the student for the Flight Instructor Airplane Knowledge Test.

Ground Training Log

Ground Training Objectives

This log will assist the CFI applicant in compiling an accurate log of ground training received in preparation for the Flight Instructor Practical Test. An appropriately rated flight instructor is responsible for training the flight instructor applicant to acceptable standards in all subject matter areas, procedures, and maneuvers included in the tasks within each AREA OF OPERATION in the Flight Instructor Airplane Single-Engine Land Airman Certification Standards.

I. FUNDAMENTALS OF INSTRUCTING

	Instructor	Student	Date/ Time
Human Behavior & Effective Communication	_____	_____	____/____/____
The Learning Process	_____	_____	____/____/____
The Teaching Process	_____	_____	____/____/____
Assessment & Critique	_____	_____	____/____/____
Instructor Responsibilities & Professionalism	_____	_____	____/____/____
Techniques of Flight Instruction	_____	_____	____/____/____
Risk Management	_____	_____	____/____/____

II. TECHNICAL SUBJECT AREAS

	Instructor	Student	Date/ Time
Aeromedical Factors	_____	_____	____/____
Runway Incursion Avoidance	_____	_____	____/____
Visual Scanning & Collision Avoidance	_____	_____	____/____
Principles of Flight	_____	_____	____/____
Airplane Flight Controls	_____	_____	____/____
Airplane Weight & Balance	_____	_____	____/____
Navigation & Flight Planning	_____	_____	____/____
Night Operations	_____	_____	____/____
High Altitude Operations	_____	_____	____/____
Federal Aviation Regulations & Publications	_____	_____	____/____
National Airspace System	_____	_____	____/____
Navigation Systems & Radar Services	_____	_____	____/____
Logbook Entries and Certificate Endorsements	_____	_____	____/____

III. Preflight Preparation

	Instructor	Student	Date/ Time
Certificates & Documents	_____	_____	____/____
Weather Information	_____	_____	____/____
Operation of Systems	_____	_____	____/____
Performance & Limitations	_____	_____	____/____
Airworthiness Requirements	_____	_____	____/____

VII. TAKEOFFS, LANDINGS, AND GO-AROUNDS

	Instructor	Student	Date/ Time
Normal & Crosswind Takeoff & Climb	_____	_____	____/____
Short-field Takeoff & Maximum Performance Climb	_____	_____	____/____
Soft-field Takeoff & Climb	_____	_____	____/____
Normal & Crosswind Approach & Landing	_____	_____	____/____
Slip to a landing	_____	_____	____/____
Go-Around/ Rejected Landing	_____	_____	____/____
Short-field Approach & Landing	_____	_____	____/____
Soft-field Approach & Landing	_____	_____	____/____
Power-off 180 degree Accuracy Approach & Landing	_____	_____	____/____

VIII. FUNDAMENTALS OF FLIGHT

	Instructor	Student	Date/ Time
Straight-and-level Flight	_____	_____	____/____
Level Turns	_____	_____	____/____
Straight Climbs & Climbing Turns	_____	_____	____/____
Straight Descents & Descending Turns	_____	_____	____/____

V. PREFLIGHT PROCEDURES

	Instructor	Student	Date/ Time
Preflight Inspection	_____	_____	____/____
Cockpit Management	_____	_____	____/____
Engine Starting	_____	_____	____/____
Taxiing-Landplane	_____	_____	____/____
Before Takeoff Check	_____	_____	____/____

VI. AIRPORT OPERATIONS

	Instructor	Student	Date/ Time
Radio Communications & ATC Light Signals	_____	_____	____/____
Traffic Patterns	_____	_____	____/____
Airport/ Runway/ Taxiway Markings & Lighting	_____	_____	____/____

IX. PERFORMANCE MANEUVERS

	Instructor	Student	Date/ Time
Steep Turns			/
Steep Spirals			/
Chandelles			/
Lazy Eights			/

X. GROUND REFERENCE MANEUVERS

	Instructor	Student	Date/ Time
Rectangular Course			/
S-Turns Across a Road			/
Turns Around A Point			/
Eights on Pylons			/

XI. SLOW FLIGHT, STALLS, AND SPINS

	Instructor	Student	Date/ Time
Maneuvering During Slow Flight			/
Power-On Stalls (Proficiency)			/
Power-Off Stalls (Proficiency)			/
Crossed- Controlled Stalls (Demonstration)			/
Elevator Trim Stalls (Demonstration)			/
Secondary Stalls (Demonstration)			/
Spins			/
Accelerated Stalls			/

XII. BASIC INSTRUMENT MANEUVERS

	Instructor	Student	Date/ Time
Straight-and-Level Flight			/
Constant Airspeed Climbs			/
Constant Airspeed Descents			/
Turns to Headings			/
Recovery from Unusual Flight Attitudes			/

XIII. EMERGENCY OPERATIONS

	Instructor	Student	Date/ Time
Emergency Approach & Landing (Simulated)			/
Systems & Equipment Malfunctions			/
Emergency Equipment & Survival Gear			/
Emergency Descent			/

XIV. POSTFLIGHT PROCEDURES

	Instructor	Student	Date/ Time
Postflight Procedures			/

Total Ground Time: _____