

Logbook Criteria Checklist

COMPLIANCE REQUIRED FOR EMPLOYMENT CONSIDERATION.

LOGBOOK ACCEPTANCE REQUIREMENTS

CIVILIAN FLIGHT TIME – per CFR 61.51

- ALL **ORIGINAL** LOGBOOKS FROM ZERO TIME TO LAST FLOWN **MUST** BE PROVIDED
- WITHIN THOSE LOGS, **INDIVIDUAL** FLIGHT ENTRIES SHOWING DATE OF FLIGHT, DEPT/DEST (LISTING MULTIPLE LEGS ACCEPTABLE IF SAME DAY & SAME AIRCRAFT), AIRCRAFT TYPE, REGISTRATION, PIC/SIC, CONDITIONS OF FLIGHT
- PAGE TOTALS AND TIME FORWARDED MUST BE TOTALED ON EACH PAGE, SIGNATURES ON EACH PAGE (NOT INITIALS), ALL ENDORSEMENTS AND PRIMARY TRAINING / CHECKRIDE EVENTS CONTAINED WITHIN LOGBOOKS.

NOT ACCEPTABLE

- CREW EXPENSE LOGS
- THUMB / FLASH DRIVES
- IPADS
- SPREADSHEETS
- BLOCK TIME ENTRIES
- SCREENSHOTS

IF YOU HAVE FOREIGN LOGBOOKS

NO CERTIFICATES OF TIME ACCEPTED

- ALL ORIGINAL LOGBOOKS, INCLUDING PRIMARY LOGS AND CERTIFICATIONS, ENDORSEMENTS AND FAILURES (CONTINUITY OF TIME WITHOUT GAPS)
- ALL FLIGHTS MUST BE INDIVIDUALLY LOGGED –
NOTE: A BULK CERTIFICATION OF FLIGHT TIME IS NOT ACCEPTABLE
- LOGBOOK PAGES/TIMES CHECKED FOR CONTINUITY, TOTALED, SIGNED AND DATED

IF LOST or STOLEN

MINIMUM REQUIRED – EVALUATED CASE BY CASE

- FAA 8710 AIRMAN CERTIFICATION COMPLETE FILE/CERTIFIED (NOT COPY OR IACRA)
- MISC. - PAYMENT RECORDS TO FLIGHT SCHOOLS, CERTIFICATES OR ANY AVAILABLE FLIGHT SCHOOL DOCUMENTATION AND RECORDS
- PERSONAL DISCLOSURE PAGE – SIGNED, DATED, AND NOTARIZED
- IF STOLEN - POLICE REPORT AND/OR INSURANCE CLAIM NAMING LOGBOOK(S)

IF DAMAGED or DESTROYED

MINIMUM REQUIRED – EVALUATED CASE BY CASE

- FAA 8710 AIRMAN CERTIFICATION COMPLETE FILE/CERTIFIED (NOT COPY or IACRA)
- INSURANCE or POLICE REPORT NAMING LOGBOOK(S)
- PROVIDE REMAINS IF POSSIBLE OR CLEAR IMAGES
- LETTER OF EXPLANATION

Lost/Stolen/Damaged/Destroyed original logbook info.

Request for FAA Form 8710 can be made via AC 8060-68 request.

<https://www.faa.gov/documentLibrary/media/Form/AC8060-68.pdf>

Check the **certified** copy box!

Form 8710

FAA Airmen Certification Branch
P.O. Box 25082
Oklahoma City, OK 73125-0082

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If a certified FAA 8710 is required, once it is received, the first line in your new logbook should summarize all the totals from the 8710 (just like if it were a flight). The remarks would specify "time forward from 8710 dated DD/MM/YYYY".

MILITARY

NOTE – **DO NOT** DISASSEMBLE THE FOLDER

Air Force: Bring your green folder.

- Flight Evaluation Folder (FEF). (Form 942 with associated Form 8's)
- Flying History Report – Aircraft flown and times, including most recent. Including ARMS/ARTEMIS with leg detail.
- Individual Data Summary
- Individual Flight Record Report
- Section 1 Record of Evaluation page with Qualification Level 1 or 2 – if Q3, reason for downgrade in Section 2
- Times totaled, forwarded, and signed on each page – not loose leaf.
- Remove all "OTHER" time from totals. These amounts are not applicable.
- Unrestricted ATP rating

If you have separated from the Air Force, these documents should have been mailed to you in 2019/2020. If you misplaced any records, you could have them reproduced through the Air Force Personnel Center (AFPC).

Army: Bring your brown folder (if prior to digital docs in CAFRS).

- Flight Time Summary (DA Form 759)
- DA Form 7122 (if older handwritten document) or DA Form 7122-R (if it is a digital product from CAFRS).
- If you have helicopter time. RW time **must be separated** from total time on application.
- Civilian logbook (if applicable)
- Unrestricted ATP rating

Navy / Marines / Coast Guard

- Aviators Logbook "Blue Books" – Total time and PIC match AA application.
Note: "Special Crew Time" **does not count** toward total time.
- NATOPS folder and Qualification page – shows all quals obtained with P or Q
- Aviators Incident and Mishap pages
- Civilian logbook (if applicable)
- Unrestricted ATP rating

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Do you have questions? We're happy to help! Reach out to us at Pilot.Recruitment@aa.com State "LOGBOOK DATA" in subject line.

LOGBOOK PREP –

If you've transferred your flight time into a newer or electronic logbook, you can bring both copies. Verify your logbooks and application flight hours coincide.

Show continuity and forward time between logs. **Do not start subsequent logbooks at zero.**

Note: PIC Turbine is not logged as a cruise pilot. Only the Captain/Aircraft Commander (while at the controls) may log time as PIC.

Digital Logbooks

Print and bind the entire logbook (3 ring binders are okay) chronologically without loose leaf forms. Each page must display totals of each category of flying – not just a final tally at the end of the book. We require that you **sign each page** (not initial). Dated signature not required. ALL endorsements, passed/failed checks, and signed events **must** be included in written form. Include endorsements for each rating you have received other than ATP.

Training unsats, written exam or check ride fails, incidents/accidents

Removal flight status, unsat flight training, or ever failed **ANY** written exam or check ride? We understand, but we'd like to know about it. Details including an explanation must be provided on the application under the questionnaire.

Lost your medical, had an aircraft incident/accident, or been subject to investigation? You should also disclose this information on your application under the questionnaire. Be sure to include a date (month/year) and an event explanation.

If it's in your logbook(s), you must disclose it. Yes, even a PPL unsat or written test fail 20+ years ago. **Undisclosed events can result in application denial.**

HELPFUL TIPS

- Multiple legs on the same day may be combined on one line if same aircraft registration.
- Total and forward all columns on all pages – each page must be totaled separately.
- Simulator time is **not logged** toward total time.
- Check for continuity between all logbooks – NO missing flight time or bulk entries.
- Helicopter pilots. Separate FW and RW time. **Do not add RW time to total time.**

BONUS POINTS

- Include a flight time summary sheet.
- Separate PIC and PIC Turbine time in their own columns.
- Add tabs for milestones. These include endorsements, rating events (passed or failed), and re-test.