

# Logbook Criteria

**COMPLIANCE REQUIRED FOR  
EMPLOYMENT CONSIDERATION.**

## GENERAL

- ☐ ALL **ORIGINAL** LOGBOOKS FROM ZERO TIME TO LAST FLOWN **MUST** BE PROVIDED
- ☐ WITHIN THOSE LOGS, TOTALS, SIGNATURES, ALL ENDORSEMENTS AND PRIMARY TRAINING / CHECKRIDE EVENTS

### **NOT ACCEPTABLE**

- CREW EXPENSE LOGS
- THUMB / FLASH DRIVES
- IPADS
- SPREADSHEETS

## LOST / MISSING

**MINIMUM REQUIRED – EVALUATED CASE BY CASE**

- ☐ FAA 8710 ORIGINAL – ALL - SHOWING LICENSE/RATING WATERMARKS
- ☐ FAA 8500 ORIGINAL – ALL - MED FORMS BACK TO INITIAL FLIGHT TRAINING
- ☐ MISC. - PAYMENT RECORDS TO FLIGHT SCHOOLS, AVGAS FUEL SLIPS, CERTIFICATES OR ANY AVAILABLE FLIGHT SCHOOL DOCUMENTATION AND RECORDS
- ☐ PERSONAL DISCLOSURE PAGE – SIGNED, DATED, AND NOTARIZED

## STOLEN

**MINIMUM REQUIRED – EVALUATED CASE BY CASE**

- ☐ POLICE REPORT AND/OR INSURANCE CLAIM NAMING LOGBOOK(S)
- ☐ AFFIDAVIT – SIGNED AND NOTARIZED
- ☐ LETTER OF EXPLANATION
- ☐ FAA FORM 8710 AND FAA FORM 8500 (ORIGINAL – NOT COPY)

## DAMAGED / DESTROYED

**MINIMUM REQUIRED – EVALUATED CASE BY CASE**

- ☐ INSURANCE REPORT NAMING LOGBOOK(S)
- ☐ PROVIDE REMAINS IF POSSIBLE OR CLEAR IMAGES
- ☐ LETTER OF EXPLANATION
- ☐ FAA FORM 8710 AND FAA FORM 8500 (ORIGINAL – NOT COPY)

## FOREIGN LOGBOOKS

**NO CERTIFICATES OF TIME ACCEPTED**

- ☐ ALL **ORIGINAL** LOGBOOKS, INCLUDING PRIMARY LOGS AND CERTIFICATIONS, ENDORSEMENTS AND FAILURES (FLIGHTS MUST BE INDIVIDUALLY LOGGED – A BULK CERTIFICATION OF FLIGHT TIME IS NOT ACCEPTABLE)
- ☐ UNRESTRICTED ATP
- ☐ LOGBOOK TIMES CHECKED FOR CONTINUITY, TOTALED, SIGNED AND DATED

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## **Form 8710**

FAA Airmen Certification Branch  
AFS-760 P.O. Box 25082  
Oklahoma City, OK 73125.

## **Form 8500**

FAA Aeromedical Certification  
P.O. Box 25082  
Oklahoma City, OK 73125.

Once FAA 8710 is received, the first line in your new logbook should summarize all the totals from the 8710 (just like if it was a flight). The remarks would specify "time forward from 8710 dated DD/MM/YYYY" [https://www.faa.gov/licenses\\_certificates/airmen\\_certification/](https://www.faa.gov/licenses_certificates/airmen_certification/)

## **LOGBOOK PREP – No logbook left behind...**

We need ALL ORIGINAL logbooks from your first minute of logged time! If you've transferred that flight time into a newer book, or an electronic logbook, you can bring them too.

### **Digital Logbooks**

Print and bind the entire logbook without loose leaf forms.

ALL endorsements, passed/failed checks, and signed events must be included in written form. You will need to include endorsements for each rating you have received other than ATP.

### **Training mishaps or incidents**

Removal flight status, failed flight training, or failed any check ride?

We understand, but we'd like to know about it. Details including an explanation should be provided on the application under the questionnaire.

Lost 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.

Essentially, if it's in your logbook(s), you should disclose it. Yes, even a PPL – 15+ years ago.

**Undisclosed events can result in application denial.**

### **HELPFUL TIPS**

- Organize all information into a folder or binder
- Total all columns on all pages
- PIC Turbine is not logged as a cruise pilot.
- Simulator time is not logged toward total time.
- All pages should be signed and dated including year
- Check that your totals agree with those on your application
- Check for continuity between all logbooks – NO missing flight time
- Do not count simulator time into total time. Cruise pilot as F/O is not logged as PIC.

### **BONUS POINTS**

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

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## MILITARY

NOTE – **DO NOT** DISASSEMBLE THE FOLDER

- **Air Force:** Bring your green folder.
  - Flight History Report – Aircraft flown and times
  - Flight Evaluation Folder (FEF).
  - Flight Summary Report (within 6 months if current AF pilot)
  - Section 1 Record of Evaluation page with Qualification Level 1 or 2 – if Q3, reason for downgrade in Section 2
  - 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 Summary (DA Form 759)
  - DA Form 7122 (if older handwritten document) or DA Form 7122-R (if it is a digital product from CAFRS).
  - Civilian logbook (if applicable)
  - Unrestricted ATP rating
- **Navy / Marines / Coast Guard**
  - Aviators Logbook “Blue Books”
  - NATOPS folder and Qualification page – shows all quals obtained with PQ
  - Aviators Incident and Mishap pages
  - Civilian logbook
  - Unrestricted ATP rating

Do you have questions? Reach out to us at [Pilot.Recruitment@aa.com](mailto:Pilot.Recruitment@aa.com) State “LOGBOOK DATA” in subject line.

