FAA AIRMAN KNOWLEDGE TESTING RECURRENT TRAINING MESSAGE[*]
Number: 08-01

The following documents are considered acceptable forms of authorization for the Aviation Mechanic-Airframe (AMA), Aviation Mechanic-General (AMG), and Aviation Mechanic-Powerplant (AMP) tests:

1.   <u>FAA Form 8610-2, Airman Certificate and/or Rating Application:</u>
        Before accepting the 8610-2 as authorization to test, the proctor should check the upper left portion of the form to make sure that the mechanic and airframe and/or powerplant boxes are checked. The proctor should also ensure that block V is completed, including the date, inspector's signature and office designator. *(See example in Order 8080.6, Appendix 1.)*
        NOTE: If either or both the Airframe and Powerplant boxes are checked on the Form 8610-2, along with the 'Original Issuance' box (and NOT the 'Added Rating' box), this also serves as authorization for the AMG exam. (If the 'Added Rating' box is marked, this indicates that the AMG exam is NOT required.)
        The original(s) FAA Form 8610-2 is to be returned to the applicant. The testing center may make a photocopy for their files.

2.   <u>Graduation Certificate or Certificate of Completion:</u>
        Graduates of a Part 147 school, which is officially affiliated with a testing center, may take the knowledge test upon presenting an appropriate graduation certificate or certificate of completion to the affiliated testing center. A graduate's name must appear on the certified list, as received by the testing center from the Part 147 school, prior to administering the appropriate test(s).
        Graduation certificates may NOT be accepted as proper authorization by testing centers NOT affiliated with a 147 school.

3.   <u>Failed / Passing / Expired Airman Knowledge Test Report:</u>
        The applicant must present the ORIGINAL test report. *(Refer to pg. 2 of the FAA Airman Knowledge Testing Authorization Requirements Matrix for additional retesting information.)*

<u>Numbers 1 and 3 above are the ONLY forms of mechanic test authorization to be accepted by NON-affiliated testing centers.</u>

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[*] This correspondence must be read and initialed by the TCS and proctor(s), and then maintained in the testing center's FAA training file for future reference. The training file will be reviewed during FAA inspections.

FAA AIRMAN KNOWLEDGE TESTING RECURRENT TRAINING MESSAGE[*]
Number: 08-02

Whether an applicant registers for an FAA knowledge test via phone, or in person at a testing center, the registrar or proctor must ask the applicant if he/she has attended, completed, and/or graduated from an FAA Part 141 or 147 school course. If so, **the registrar or proctor must capture the graduation date AND select the applicable school during the registration process.** Because the FAA produces 'Norms Reports' and makes oversight decisions based on the data for these schools, it is IMPERATIVE that this information is captured consistently and entered accurately.

In accordance with Order 8080.6, Chapter 9, the registrar or proctor must enter the course completion date and school information into the applicant's data file:

- For pilot applicants, select the appropriate school name if the applicant has completed a course from an FAA-approved 14 CFR part 141 pilot school.

- For mechanic applicants, select the appropriate school name if the applicant has completed a course from an FAA-approved 14 CFR part 147 school.

- If the applicant presents an FAA Form 8610-2, Airman Certificate and/or Rating Application, the registrar or proctor should record the school name/location/ number and graduation date shown in block II.D.

- If the applicant presents a Certificate of Completion or Graduation Certificate, the registrar or proctor should record the school name/location/number and graduation date shown on the certificate.

NOTE: The FAA will provide the Computer Testing Designees a list of 141 and 147 schools and their certificate numbers. No school or graduation date entry is to be made if the school name/number provided by the applicant is not included on the FAA-approved list.

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