

BIG BEND COMMUNITY COLLEGE (BBCC)

COMMERCIAL PILOT PROGRAM

Documentation Requirements for Aliens

TSA defines an alien as any person who is not a citizen or national of the United States. This definition includes resident aliens (green-card holders) and visa holders in the United States. These requirements also apply to aliens receiving training outside the United States for a U.S. airman certificate. **Aliens — Flight school and alien registration**

- Flight school has registered with TSA for training aliens. (Note: Big Bend Community College is a TSA registered school)
- Alien has registered with TSA to receive flight training.

Aliens — Flight school recordkeeping requirements

Flight schools and instructors that provide flight training to aliens must keep certain records for five years, including:

- The photograph of the candidate (same photograph sent to TSA).
- A copy of the approval sent by the TSA confirming the candidate's eligibility for flight training. (Both the candidate and the flight training provider will receive an e-mail with the subject "Permission to Initiate Training/Fingerprint Receipt" when all of the required information has been received and verified by TSA.)
- Candidate's full name, gender, and date of birth.
- Candidate's ID number created by the TSA.
- Copy of candidate's valid, unexpired passport and visa.
- Copy of all previous passports and visas held by the candidate and all the information necessary to obtain a passport and visa.
- Candidate's country of birth, current country or countries of citizenship, and each previous country of citizenship, if any.
- Candidate's requested dates, type, and location of training.
- Candidate's current U.S. pilot certificate and certificate number (if any).
- Candidate's current address and phone number and each address for the previous five years.
- Copy of receipt confirming that the \$130 was paid (printable from TSA Web site after candidate makes payment).
- For DoD endorsees, a copy of the required written statement and picture ID.

Visit AOPA's Web site (http://www.aopa.org/tsa_rule/#aliens)for a step-by-step registration process for aliens.