



Checklist for Obtaining a Remote Pilot Certificate

| Pilot Applicants | All Other Applicants |
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| <p>1 Pilot Qualifications – Hold a pilot certificate (any grade, except student pilot, for any aircraft category) and accomplish a flight review within the past 24 calendar months.</p> | <p>1 Locate Test Site – Locate a center for taking the FAA remote pilot knowledge test through Computer Assisted Testing Service (CATS) or PSI/LaserGrade Computer Testing.</p> |
| <p>2 Take Online Course – Take the FAA Safety Team’s online course and obtain a copy of the completion certificate.</p> | <p>2 Pass Knowledge Test – Take and pass the FAA remote pilot knowledge test and obtain a knowledge test report.</p> |
| <p>3 Register in IACRA – Register in the FAA’s Integrated Airman Certification and Rating Application (IACRA) system as an “applicant.”</p> | <p>3 Register in IACRA – Register in the FAA’s IACRA system as an “applicant.”</p> |
| <p>4 Submit Application – Submit an online application for a remote pilot certificate using IACRA.</p> | <p>4 Submit Application – Submit an online application for a remote pilot certificate using IACRA.</p> |
| <p>5 Visit FAA-Authorized Individual – Meet with a certified flight instructor (CFI), Airman Certification Representative (ACR) for a pilot school, Flight Standards District Office (FSDO), or Designated Pilot Examiner (DPE) and provide them with the following:</p> <ul style="list-style-type: none"> • Valid identification (e.g., driver’s license, passport) • Online course completion certificate • FAA-issued pilot certificate • Documentation showing current flight review • IACRA application ID number • FAA Tracking Number (FTN) | <p>5 Obtain Temporary Certificate – After submitting an online application, the FAA will send you instructions by email to access a temporary certificate online.</p> |
| <p>6 Obtain Temporary Certificate – If you meet with an ACR, FSDO, or DPE, a temporary certificate will be issued to you during the visit. If you meet with a CFI, the FAA will send you instructions by email to access a temporary certificate online.</p> | <p>6 You’re All Set! – With a temporary certificate, you can begin exercising the privileges of your remote pilot certificate! Your permanent certificate from the FAA should arrive by mail.</p> |
| <p>7 You’re All Set! – With a temporary certificate, you can begin exercising the privileges of your remote pilot certificate! Your permanent certificate from the FAA should arrive by mail.</p> | |

*The pathways listed in this chart are the primary methods to obtain the remote pilot certificate. Pilot applicants are also permitted to take the FAA knowledge test, if they choose, and any applicant may use the paper application.