
CHAPTER 13. ISSUE A GOLD SEAL FLIGHT INSTRUCTOR CERTIFICATE

Section 1 Background

1. PTRS ACTIVITY CODE. As appropriate for renewal, reinstatement, added rating, or upon application.

3. OBJECTIVE. The objective of this task is to determine if an applicant is eligible for a Gold Seal Flight Instructor Certificate. Successful completion of this task results in the issuance of a temporary Airman Certificate for a Gold Seal Flight Instructor or the denial of a Gold Seal Flight Instructor Certificate.

5. GENERAL.

A. Purpose of Gold Seal Flight Instructor Certificate. Flight instructor certificates with distinctive gold seals are issued to instructors who currently meet certain qualifications.

These certificates are intended to identify those instructors who have high personal qualifications and who have good records as active flight instructors. The FAA hopes to issue as many Gold Seal Certificates as possible to provide an incentive for flight instructors to improve their qualifications.

A. Renewal and Eligibility. The holder of a Gold Seal Flight Instructor Certificate who applies for renewal does not need to re-establish eligibility for a Gold Seal.

B. Issuance. A gold seal may be added to a flight instructor certificate upon renewal, reinstatement, when adding an additional rating, or by application, if the criteria stated in Section 2, paragraph 5E of this Chapter are met.

Section 2 Procedures

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of the regulatory requirements of FAR Part 61 and FAA policies, and qualification as an Aviation Safety Inspector (Operations) or an Aviation Safety Technician.

B. Coordination. This task requires coordination with the airworthiness unit, with the airman records section of the Airmen Certification Branch, AVN-460, and with the Enforcement Information System and Accident/Incident Data Subsystem.

3. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- FAR Parts 1, 61, and 91
- PTRS Field Office Manual
- AC 61-65, "Certification: Pilots and Flight Instructors"

B. Forms.

- FAA Form 8000-36, PTRS Transmittal Form
- FAA Form 8060-4, Temporary Airman Certificate (Figure 13-2)
- FAA Form 8710-1, Airman Certificate and/or Rating Application (Figure 13-1)

C. Job Aids.

- None

5. PROCEDURES.

A. Schedule Appointment. Advise the applicant to bring the following documents to the appointment:

- (1) Flight Instructor Certificate;
- (2) Ground Instructor Certificate;

(3) Commercial Pilot Certificate with an instrument rating or an Airline Transport Pilot (ATP) certificate; and

(4) reliable record of flight instruction.

B. Applicant Arrives for Appointment.

(1) Collect the documents listed above.

(2) Open PTRS file.

C. Review FAA Form 8710-1.

(1) In Section I, "application information," ensure that the applicant has checked "Flight Instructor Renewal" and "Re-issuance of _____ Certificate." Check that the blank has been filled in with the words "Gold Seal Certificate" (Figure 13-1).

(2) Check the application for accuracy, using the instructions on the form attachment. Section II should not be completed.

D. Verify Applicant's Identity. Inspect acceptable forms of identification to establish the applicant's identity. (See Volume 2, Chapter 1, Section 4, paragraph 5 of this Handbook.) Compare the identification with the personal information provided on FAA Form 8710-1.

(1) If the applicant's identity can be verified, continue the issuing process.

(2) If the applicant's identity cannot be verified because of lack of identification or inadequate identification, explain what types of identification are acceptable. Advise the applicant to return with appropriate identification to reapply.

(3) If the applicant's identity appears to be different from the information supplied on FAA Form 8710-1, or it appears that an attempt at falsification has been made, do not issue FAA Form 8060-4. (See Volume 2, Chapter 182 of this Handbook).

E. Required Criteria. Inspect the applicant's

certificates and record of flight instruction to determine if the applicant meets the following criteria at the time of application:

(1) holds a Flight Instructor Certificate and at least a Commercial Pilot Certificate with an Instrument rating;

(2) holds a Ground Instructor Certificate with an Advanced or an Instrument Ground Instructor rating; and

(3) within the past 24 months has accomplished one of the following:

(a) trained and recommended for certification at least 10 applicants for certificates or ratings; 80 percent of these applicants must have passed the flight test on their first attempt;

(b) conducted at least 20 practical tests as a designated pilot examiner or 20 graduation tests as chief flight instructor for an approved pilot school course; or

(c) a combination of (a) and (b) (two practical tests equal one trained and recommended applicant).

F. **Discrepancies.** If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all submitted documents to the applicant. Inform the applicant of the reasons for ineligibility, and explain how the applicant may correct the discrepancies.

G. **Applicant Meets Requirements.** If an applicant meets all of the requirements for a Gold

Seal Flight Instructor Certificate, issue FAA Form 8060-4 with the appropriate flight instructor ratings.

(1) Prepare the certificate in duplicate as per Volume 2, Chapter 1, Section 5 of this Handbook.

(2) Enter the words "Gold Seal" as shown in Figure 13-2.

(3) Number the certificate with the same certificate number that appears on the applicant's superseded Flight Instructor Certificate.

(4) Complete the inspector certification section and sign the reverse side of FAA Form 8710-1.

(5) Forward the completed file to AVN-460.

H. **PTRS.** Complete FAA Form 8000-36 in accordance with the PTRS field office manual.

7. TASK OUTCOMES. Completion of this task results in the issuance of a temporary Airman Certificate for a Gold Seal Flight Instructor. If the applicant was denied a Gold Seal Flight Instructor Certificate, a PTRS Transmittal Form is record of the action.

9. FUTURE ACTIVITIES.

A. Renewal of flight instructor certificate.

B. Reinstatement of flight instructor certificate.

C. Added rating to flight instructor certificate.

FIGURE 13-1 FAA FORM 8710-1, AIRMAN CERTIFICATE AND/OR RATING APPLICATION - GOLD SEAL CERTIFICATE

TYPE OR PRINT ALL ENTRIES IN INK

Form Approved OMB No: 2120-0021

Airman Certificate and/or Rating Application

US Department of Transportation
Federal Aviation Administration

I Application Information Student Recreational Private Commercial Airline Transport Instrument
 Additional Aircraft Rating Airplane Single-Engine Airplane Multiengine Rotorcraft Glider Lighter-Than-Air
 Flight Instructor _____ Initial _____ Renewal _____ Reinstatement Additional Instructor Rating Ground Instructor
 Medical Flight Test Reexamination Reissuance of FAI. INST Certificate Other GOLD SEAL

A. Name (Last, First, Middle) MAJORS, GLORIA ANN **B. SSN** (US Only) 123-45-6789 **C. Date of Birth** Mo. Day Year 01-08-49 **D. Place of Birth** TUCSON AZ

E. Address (Please See Instructions Before Completing) 1508 WILLIAMS LANE **F. Nationality** (Citizenship) Specify USA Other _____ **G. Do you read, speak and understand English?** Yes No

City, State, Zip Code PRESCOTT, CA 95127 **H. Height** 65 in **I. Weight** 120 Lbs. **J. Hair** black **K. Eyes** brown **L. Sex** Male Female

M. Do you now hold, or have you ever held an FAA Pilot Certificate? Yes No **N. Grade Pilot Certificate** Commercial **O. Certificate Number** 05124435 **P. Date Issued** 08-05-85

Q. Do you hold a Medical Certificate? Yes No **R. Class of Certificate** CLASS III **S. Date Issued** 09-20-91 **T. Name of Examiner** PAUL A. SIZEMORE, MD

U. Have you been convicted for violation of Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances Yes No **V. Date of Final Conviction** _____

W. Glider or Free Balloon Pilots only: Medical Statement: I have no known physical defect which makes me unable to pilot a glider or free balloon. **Signature** _____ **X. Date** _____

II Certificate or Rating Applied For on Basis of:

A. Completion of Required Test 1. Aircraft to be used (if flight test required) _____ 2a. Total time in this aircraft _____ hours 2b. Pilot in command _____ hours

B. Military Competence Obtained in 1. Service _____ 2. Date Rated _____ 3. Rank or Grade and Service Number _____

4. Has flown at least 10 hours as pilot in command during the past 12 months in the following military aircraft: _____

C. Graduate of Approved Course 1. Name and Location of Training Agency or Training Center _____ 1a. Certification Number _____

2. Curriculum From Which Graduated _____ 3. Date _____

D. Holder of Foreign License Issued By 1. Country _____ 2. Grade of License _____ 3. Number _____

4. Ratings _____

E. Completion of Air Carrier's Approved Training Program 1. Name of Air Carrier _____ 2. Date _____ 3. Which Curriculum Initial Upgrade Transition

III Record of Pilot time (Do not write in the shaded areas.)

	Total	Instruction Received	Solo	Pilot in Command	Second in Command	Cross Country Instruction Received	Cross Country Solo	Cross Country Pilot in Command	Instrument	Night Instructor Received	Night Take-off Landing	Night Pilot in Command	Night Take-off Landing Pilot in Command	Number of Flights	Number of Aero Tows	Number of Ground Launches	Number of Powered Launches	Number of Free Flights
Airplanes																		
Rotorcraft																		
Glider																		
Lighter than Air																		
Training Device Simulator																		

IV Have you failed a test for this certificate or rating? Yes No **Within the Past 30 days?** Yes No

V Applicant's Certification — I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge, and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.

Signature of Applicant Gloria Ann Majors Date 06-30-92

FAA Use Only

EMP	REG	D.O.	SEAL	CON	ISS	ACT	LEV	TR	S.H.	SRCH	#RTE	RATING (1)

FAA Form 8710-1 (7-92) Supersedes Previous Edition

**FIGURE 13-2 FAA FORM 8060-4, TEMPORARY AIRMAN CERTIFICATE -
GOLD SEAL CERTIFICATE**

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION		III. CERTIFICATE NO. 5124435CFI					
ii. TEMPORARY AIRMAN CERTIFICATE							
THIS CERTIFIES THAT							
IV. GLORIA ANN MAJORS V. 1508 WILLIAMS LANE PRESCOTT, CA. 95127							
DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY	VI.
01-08-49	65 IN.	120	BLACK	BROWN	F	USA	
IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of							
FLIGHT INSTRUCTOR							
RATINGS AND LIMITATIONS							
XII. AIRPLANE SINGLE ENGINE INSTRUMENT AIRPLANE							
VALID ONLY WHEN ACCOMPANIED BY PILOT CERTIFICATE NUMBER 005124435 EXPIRES 08-31-94							
XIII.							
THIS IS <input type="checkbox"/> AN ORIGINAL ISSUANCE <input checked="" type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE			
GOLD SEAL				08-13-90			
BY DIRECTION OF THE ADMINISTRATOR						EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.	
X. DATE OF ISSUANCE		X. SIGNATURE OF EXAMINER OR INSPECTOR				SPI FSDO	
08-14-92						DATE DESIGNATION EXPIRES	

VII. AIRMAN'S SIGNATURE
Gloria Ann Majors

FAA Form 8060-4 (8-79) USE PREVIOUS EDITION