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## Piloting Times and the FAA Form 8710-1

This guide will walk you thru filling out the FAA Form 8710-1 for your Mil Comp to Flight Instructor application. If you have questions, please feel free to email us at [SheppardAir@aol.com](mailto:SheppardAir@aol.com). If you need a fast response, call us instead at 940-642-4945.

In Section I: Ok, the checkboxes can be confusing. Let's break the checkboxes down into 3 steps:

- 1) On the left side, where the Flight Instructor checkboxes are, there are three possibilities:  
#1: If you've never had an FAA Flight Instructor Certificate, then mark "Flight Instructor" and also "Initial".  
#2: If you do already have an **unexpired** FAA Flight Instructor Certificate, then mark "Flight Instructor", mark "Renewal", and also mark "Additional Instructor Rating" since you're adding something.  
#3: If you have an **expired** FAA Flight Instructor Certificate, then go back to our Military Competency CFI web page at '<http://www.sheppardair.com/milcompcfi.htm>' and read question #13.
- 2) Now mark "Instrument" in the upper right-hand corner.
- 3) Now mark ALL of the flying machines you instructed in for the military including Airplane Single Engine, Rotorcraft (helicopters), Glider, Powered-Lift (MV-22 Ospreys and Harriers), and Airplane Multiengine as long as they were **not** centerline thrust (the centerline thrust aircraft are T-2B/C, T-37, T-38, F-4, F-111, F-18, A6-E, A-10, F-15, F-14, F-117, and F-22).

Ok, now that the checkboxes are done, fill in the rest of Section I, blocks A thru V, with your personal info. Use the format for dates and pilot certificate numbers as we've shown in the example... just follow it closely. All dates should be in MM/DD/YYYY format. You don't have to have an FAA medical certificate to get your new Flight Instructor certificate, but if you happen to have one, enter the info in Section I.

In Section II: Here you'll mark the block for "Military Competence Obtained In" in Part B. Put the military service in which you serve/served in block 1. In block 2 put the date you were first appointed as a military instructor pilot or pilot examiner. In block 3 put your rank and service number. In block 4a, disregard the words "10 hours PIC in last 12 months in the following Military Aircraft" since they don't apply any more under the new FAR 61.73. Line thru the words "4a. Flown 10 Hours PIC in Last 12 Months in the Following Military Aircraft", write in "U.S. Military IP in the following military aircraft", and list the aircraft that you were a military instructor in. In block 4b, disregard the words "US Military PIC & Instrument check in last 12 months (List Aircraft)" since they don't apply any more either under the new FAR 61.73. Line thru the words "4b. U.S. Military PIC & Instrument Check in Last 12 Months (List Aircraft)", write in "CFI rating(s) being applied for on the basis of U.S. military IP qualification.", and list

the flight instructor ratings you'd like to receive; for example "Airplane Single Engine, Airplane Multiengine, Instrument Airplane" or "Rotorcraft Helicopter, Instrument Helicopter" or any combination that your military instructor background qualifies you for.

In Section III: Some FAA inspectors at the FSDOs will want you to fill in your aircraft times in Section III of the form, some will not. You can ask them when you call for your appointment. If in doubt, fill them out. We're going to cover the categories in a different order than on the form... that's intentional. Note that military "Other" time does not count for anything in the FAR's. We've tried to give you the FAR reference for all this stuff so you can go read the details yourself if you want. And if you have a civil log book with times that you will be adding to your military time, the civil log book probably has all of the different time classifications clearly logged... it's your military times where you are going to have to do all the work.

Before we start, there are no magical multipliers that you can multiply your military time by to get a civil equivalent. The only multipliers are those offered to you by certain airlines that let you multiply your flying time associated with certain military flying operations to increase your hours toward **their application form**... but it's company specific, and is not offered by the FAR's or the FAA.

Also, "flight time" is defined (14 CFR 1.1) as pilot time that commences when an aircraft moves under its own power for the purpose of flight and ends when the aircraft comes to rest after landing. So if you added 5 minutes to all your military flights, this may not have accounted for all of your aircraft movement on the ground time, but it's what you added, so you probably are stuck with it (in other words, we wouldn't recommend trying to go back and add more). But if all of your military flights in a given airframe were logged from wheels off the ground to full-stop landing roll, then you can probably add 5 or 10 minutes to each of those flights for your ground movement time.

Don't worry about needing any minimum time in any category unless it looks funny to you; there simply are no published minimums for this certificate. If in doubt, email us or call us.

Pilot in Command (PIC) 14 CFR 61.51: That flight time during which you were a) the sole manipulator of the controls of an aircraft for which you were rated, b) the sole occupant of the aircraft, c) acting as pilot in command of an aircraft on which more than one pilot is required, d) serving as an instructor pilot. Add up all your time that fits one of those four categories and enter it.

Second in Command (SIC) 14 CFR 61.51: That flight time during which you were qualified as second-in-command in an aircraft that required more than one pilot, and you were occupying a pilot crewmember station. Add up that time and enter it.

Solo (also 14 CFR 61.51): That flight time when you were the sole occupant of the aircraft. Add up that time and enter it.

Instruction Received (also called Training Time, see 14 CFR 61.51): Any flight time when you were receiving training from an instructor. Add that time up and enter it.

*Notice that some of the areas above can overlap in the civilian community... for example, you could be the sole occupant of an F-16, and that time counts as both Solo time and PIC... or if you're a solo student pilot in UPT, again that's both Solo time and PIC time. A different example of overlap... if you passed your qual check in the F-16 at FTU, you're rated in the aircraft, but you will still fly with instructors before you're done with the course... those hours after the qual check where you have an instructor on board can be logged as both PIC (because you're the sole manipulator of the controls) and as Instruction Received because you're receiving training. Also, since instructors can log all flight time where they are serving as an instructor as PIC time, then my instructor in the F-16 also gets to log PIC for the flight. Recognizing that there is overlap built in to some of these areas is important to recognize as we move to the Total box.*

Total: Here's the tough one... which is why we looked at the others first... this should be the total of your PIC, SIC, Solo, and Instruction Received times, **but without any duplication**... so, for instance, you should have included all of your Solo time in your PIC time; so if we add both Solo and PIC time into your Total, then we will have duplicated some hours which would be wrong. So let's just add together your PIC, SIC, and Instruction Received time... well, that could cause duplication too if you had any occasions (like the F-16 example in italics above) where you logged flight time as both PIC and Instruction Received. So add up your total carefully, and avoid double-counting any of your flight time in your Total.

Cross Country Instruction Received, Cross Country Solo, and Cross Country PIC/SIC: Until now, your military records were probably helpful in filling out the blocks in this section. However, our military doesn't track Cross Country (CC) time for us. So how are we going to come up with it. First, we're going to define what CC flight time is: For all FAA certificates except for ATP, CC time is flight time accrued during a flight with a point of landing that was at least a straight-line distance of more than 50 nautical miles from the original point of departure (14 CFR 61.1(b)(3)(ii)).... so that's what you'll use for this application.

So, now we know the definition of CC time... but we still have no record of how much of it we did... so guess... yes, guess. Every flight you ever did in an operational aircraft probably went more than 50NM, so just take all of them... or if you did some pattern-only rides, then subtract a bit. It's ok to make a reasonable guess, but if in doubt, guess to the low side, don't exaggerate.

Instrument: (14 CFR 61.51) Your flight time counted as Instrument time if: a) you were operating the aircraft solely by reference to instruments under actual or simulated instrument flight conditions, or b) you were an instructor and conducting instrument flight instruction in actual instrument flight conditions. Enter the total here, and your military flight record probably tracked this for you.

Night Instruction Received and Night PIC/SIC: Night can be confusing if you fly in the civil world much... here's why: 14 CFR 1.1 defines night as the time between the end of evening civil twilight and the beginning of morning civil twilight, as published in the American

Air Almanac, converted to local time (good news here for military guys because the military generally defines it the same way). But in 14 CFR 61.57 (b), to update one's night takeoff and landing currency for carrying passengers, the takeoffs and landings have to be accomplished between 1 hour after sunset and 1 hour before sunrise. And if that wasn't bad enough, you have to have your position lights on from sunrise to sunset. Too bad all these things don't coincide. (It gets worse... civil twilight starts when the center of the Sun is 6° below the horizon, and ends when the center of the Sun is again 6° below the horizon... sunrise by comparison is defined as the time when the upper edge of the disk of the Sun is on the horizon, and sunset is when the upper edge of the disk of the Sun is again on the horizon... so they're not the same time exactly. Civil twilight begins before sunrise, and civil twilight ends after sunset. How different are they really?... on June 1<sup>st</sup> of this year, 2006, civil twilight began at 0452 and sunrise was at 0520, about 30 minutes later... on the same day, sunset was at 1930 and civil twilight ended at 1959, again about 30 minutes apart.) Bottom line... whatever you already logged in your military and civil records as Night flight time is probably good enough, so use that.

Night Take-off/Landings, Night Take-off/Landing PIC/SIC: Again, our military flight records don't help us much here, and neither do the FAR's. Where do the FAR's define a night takeoff or landing... they don't. But in 14 CFR 61.57 (b) again, when a pilot is trying to update their night takeoff and landing currency for carrying passengers (see above paragraph), it says that you need at least three takeoffs and three landings to a full stop. This implies that you can't take credit for night touch-and-go's on this 8710-1 form, although it never explicitly says either way. So what are we going to do... first, for the purposes of filling in these blocks, count one initial takeoff and one full stop landing as "1", not "2". Next, here's what we always recommend... decide on how many full stop landings you did per hour at night, and then multiply that by your night hours to get your night landings (yes, it's another guess). So, for example, if you flew KC-135's with an average mission duration of 2 hours, and you only got one initial takeoff and one full stop in that 2 hours, then that's 0.5 "Night Take-off/Landings" per hour... so if you have 200 total night hours in the KC-135, then I put 100 (0.5 x 200) in the Night Take-off/Landings block on the form... and if you then have 100 hours as Night PIC, then you put 50 in the Night Take-off/Landing PIC box. If you flew F-16's with say an average mission duration of 1.0, and you got one initial takeoff and one full stop per mission, then you add 1 for each hour of night time.

The only blocks left that you might be asking about (we hope) are the Simulator Instruction Received box, the Simulator Instrument box, the Training Device Instruction Received box, and the Training Device Instrument box at the bottom of Section III. You don't need them, so just leave them blank. But if you're curious or want to fill them in for completeness, what you should know follows:

A "simulator" or "training device" has no definition in 14 CFR 1.1, so we have to look in the definitions section of Part 61 (14 CFR 61.1):

*Flight simulator* means a device that—

- (i) Is a full-size aircraft cockpit replica of a specific type of aircraft, or make, model, and series of aircraft;
- (ii) Includes the hardware and software necessary to represent the aircraft in ground operations and flight operations;

- (iii) Uses a force cueing system that provides cues at least equivalent to those cues provided by a 3 degree freedom of motion system;
- (iv) Uses a visual system that provides at least a 45 degree horizontal field of view and a 30 degree vertical field of view simultaneously for each pilot; and
- (v) Has been evaluated, qualified, and approved by the Administrator.**

*Flight training device* means a device that—

- (i) Is a full-size replica of the instruments, equipment, panels, and controls of an aircraft, or set of aircraft, in an open flight deck area or in an enclosed cockpit, including the hardware and software for the systems installed, that is necessary to simulate the aircraft in ground and flight operations;
- (ii) Need not have a force (motion) cueing or visual system; and
- (iii) Has been evaluated, qualified, and approved by the Administrator.**

So if you have time in these devices and wish to, put the hours in the appropriate boxes.

At the bottom of the FAA Form 8710-1, Section V, is a place for applicant signature and date. Sign it and date it (MM/DD/YYYY format)... without signature and date, it'll be sent back to you.

When you print the form, be sure to print both the front and the back, and print it foot-to-foot. Don't fill out any of the blocks on the back of the form.

That's it... what a nightmare, huh?

Good luck, and we hope that helped you out.