

Transportation Safety Administration (TSA) Registration

Transportation Safety Administration (TSA) was established in the United States to provide security in regards to the aviation industry. International students must provide proper documentation and follow a specific registration process in order for proper processing and flight training approval. **Note: No flight training allowed until TSA approval.**

All Non U.S. Citizens are required to complete the TSA application located at www.flightschoolcandidates.gov after your TSA request is acknowledged by the school, you will be asked to remit a payment of \$130 per course/rating and then submit your fingerprints for background check. The TSA process can take up to 30 days, especially if you do not carefully complete the application.

Step 1

1. Login to www.flightschoolcandidates.gov and make your new user name as per TSA Guidelines. You will receive a password in your e-mail.

2. After receiving username and password change your password and login again.

3. Fill up all required information in all given forms as per guidelines on each page.

Fill out all information correctly and carefully to prevent delays in TSA process.

5. For full training package every candidate has to fill up three training requests as follows, please fill in the highest level of training desired:

- Private Pilot (Course name is Private Pilot Helicopter, Course ID is 101 Course Description), Helicopter
- Instrument Rating (Course name is Instrument Rating, Course ID is 102, and Course Description), Helicopter
- Commercial Rating (Course name is Commercial Rating, Course ID is 103, and Course Description), Helicopter
- CFI Rating (Course name is CFI Rating, Course ID is 104, and Course Description), Helicopter
- Note: In all of the training applications insert the start and end dates as given on your I-20 form.

6. In Training request category, click on category 3 in each training request and upload a scanned copy of your passport.

7. Go back to main page of your application and submit each training request, if it shows error, correct the given errors as per guidelines.

Step 2

1. After submitting your application you will receive three emails to submit your TSA fee.

2. Go to TSA website and login.

3. On main page click on each request and fill up your credit card details to pay the fee of \$130.

4. Print out the payment receipt for your records.

Step 3

1. After paying TSA online fee for each training request, you will receive another three emails to submit your fingerprints. **Note: Your fingerprints will be done here in the U.S. after you get to our school.**

2. **Approval for flight training** will be sent via e-mail after submitting your fingerprints, which usually takes about one week.