

TSA REGISTRATION PROCEDURE

STEP 1: Go to <https://www.flightschoolcandidates.gov/> and click on “New **Student Account**” follow each step to complete the application. Once account is created, system will send you a temporary password to the email you provided during registration process.

STEP 2: Log on to www.flightschoolcandidates.gov and click “Begin a NEW Training Application”

This application consists of 8 steps. You will be asked to provide information such as your name, birth date, citizenship and other biographical information, i.e. passport (scan). You will also be required to provide information regarding the flight training that you are requesting. As you complete each step, the website will automatically move you forward to the next step. It is important that you hit the "Save Record" button at the bottom of the screen before you proceed to the next step. The progress tabs at the left of your screen allow you to review any portion of your application throughout the process.

*Below are the questions you need to fill out about the training with us.

State:	California
Provider Name:	California Aviation Services, Inc
Course ID#:	2846424CFI
Class Name:	Choose One Category 3 - Initial Category 3 – Instrument Rating
Aircraft Type:	Robinson R22 R44 You must list specific aircraft including make and model. Category 3 requests can list more than one aircraft type for a specific training event.
Start Date:	
End Date:	1 YR FROM START DATE

When finished answering all questions, click “Submit” at the bottom of the page. After completing your application, TSA will notify the flight school that you have submitted your application, for the flight school to accept you.

STEP 3: Follow the instruction provided in the email from TSA to pay the application fee of \$130.

STEP 4: Fingerprint; you’ll receive another email from TSA for fingerprint instructions. Print out this email, it is an authorization, our school administration can assist you with a “Law Enforcement Office”(LEO) for your fingerprints at a minimal cost. We then forward to the Clearing House and wait for Permission to Initiate Flight Training.