

Flight Training Security Program

About the Regulation

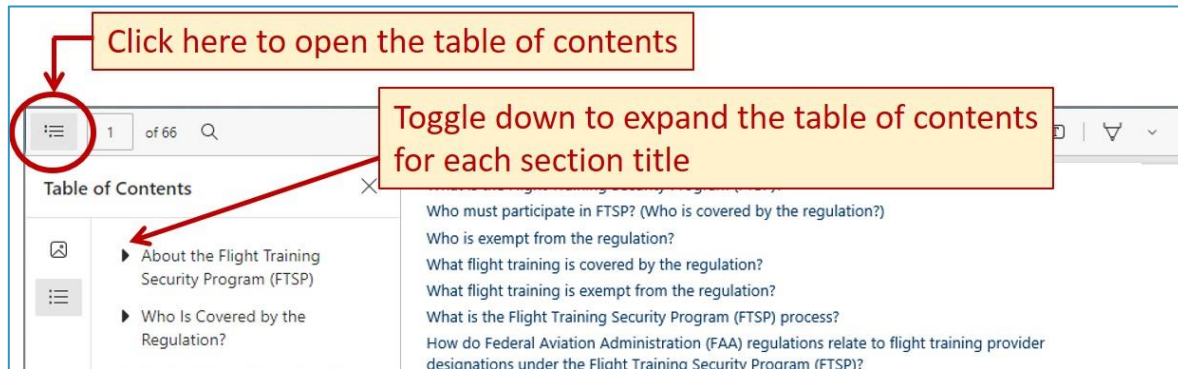


ABOUT THE FTSP REGULATION - CONTENTS

About The FTSP Regulation - Contents	1
How to Navigate This Document	2
The Flight Training Security Program Final Rule	3
Comparison of the Final Rule and the Interim Final Rule.....	3
FTSP Regulatory Requirements	7
Flight Training Candidates	7
Flight Training Candidate Compliance Guidelines.....	8
Candidate’s Lawful Presence in the United States.....	9
Flight Training Providers	10
Flight Training Provider Compliance Guidelines	11
U.S. Citizens	13
Options for Validating U.S. Citizenship.....	13
U.S. Department of Defense Endorsees	14
Notification of Candidate Training	15
Security Coordinator	16
Security Awareness Training	17
Provider Recordkeeping and Compliance	19
Employee Records Related to Security Awareness Training	19
Records Demonstrating Eligibility for Flight Training for U.S. Citizens and U.S. Nationals	20
Leasing Agreement Records for Simulators Used in Flight Training.....	20

HOW TO NAVIGATE THIS DOCUMENT

Use the PDF toolbar at the top of this document to navigate by pulling down a Table of Contents, as shown below.



The toolbar also allows you to download the PDF file and annotate your version, or print it.

Another way to navigate is to use the Table of Contents on the next page (click on a title to go to that content). "Return to Contents" links are provided throughout to help you navigate.

If you download and use your own annotated version of *About the Regulation*, keep in mind that TSA is likely to make amendments or add to this content to accommodate policy or procedural changes and user inquiries. Any significant change will be announced on the "What's New" board on the FTSP portal home page.

THE FLIGHT TRAINING SECURITY PROGRAM FINAL RULE

The Transportation Security Administration (TSA) has finalized an interim final rule (IFR), 49 CFR part 1552, issued on September 20, 2004, which implemented a statutory requirement to ensure that non-U.S. citizens seeking flight training (candidates) are vetted by the federal government to determine whether they are a security threat. In preparing the final rule, TSA incorporated clarifications and industry recommendations received from 2004 to 2023. [Read the regulation.](#)

TSA's Flight Training Security Program (FTSP) oversees implementation of the regulation, which requires candidates to establish an account on the FTSP Portal and apply for a security threat assessment (STA) in order to receive a Determination of Eligibility from TSA. The Determination of Eligibility allows the candidate to participate in multiple training events for as long as their Determination of Eligibility remains valid, up to five years.

U.S. citizens and U.S. nationals are exempt from the requirement to undergo an STA before they can take flight training; however, the flight training provider must verify their U.S. citizenship when they arrive for training. Also exempt are foreign military pilots that have been endorsed for training by the U.S. Department of Defense. Flight training providers must establish an account on the FTSP portal and keep their account information up-to-date. Other provider requirements include appointing a Security Coordinator, notifying TSA of candidate flight training events and their completion, uploading to the portal a photo of a candidate or DoD endorsee when they arrive for training, conducting security awareness training for their employees, and maintaining records demonstrating compliance with the regulation for five years. See [FTSP Final Rule Requirements](#), below, for more details.

FTSP has posted user guides and FAQs to help candidates, providers, and other government agencies set up an account and navigate the portal.

COMPARISON OF THE FINAL RULE AND THE INTERIM FINAL RULE

The table below compares the IFR and the Final Rule, shows which section of the IFR was incorporated into that final rule part (in italic text), and summarizes why the change was made. Note the new requirement (§ 1552.9) that each flight training provider appoint a security coordinator and that provider compliance with inspection requirements is now covered under 49 CFR part 1500 (see the last row of the table).

Flight Training Security Program Final Rule	Change from Interim Final Rule <i>(IFR subsections in italics)</i>	Reason for the Change
§ 1552.1 – Scope	Refines the scope and general requirements of the rule in a separate section. <i> §§ 1552.1(a) & 1552.21(a)</i>	Technical changes.
§ 1552.3 – Terms Used in This Part	Consolidates and clarifies terms and definitions. There are some new terms and some terms are refined. <i> §§ 1552.1(b) & 1552.21(b)</i>	Provides clarity by defining terms previously not defined, expanding some existing definitions, and moving some terms used throughout TSA's regulations to § 1500.3.

Flight Training Security Program Final Rule	Change from Interim Final Rule <i>(IFR subsections in italics)</i>	Reason for the Change
§ 1552.5 – Applicability	Specifies that this regulation applies to: <ul style="list-style-type: none"> ▪ Flight training providers ▪ Flight training provider employees ▪ Persons leasing simulators ▪ Students (U.S. citizens and U.S. nationals) ▪ Candidates (non-U.S. citizens, non-U.S. nationals, and lawful permanent residents) <i>New section</i>	Provides clarity regarding applicability of the rule’s requirements. Clarifies requirements for persons, entities, and companies providing leased aircraft simulators for flight training.
§ 1552.7 – Verification of Eligibility	Describes the process for verifying various flight student’s eligibility for training. Identifies persons who are required to undergo a security threat assessment (STA) and persons who are exempt from undergoing an STA: <ul style="list-style-type: none"> ▪ Non-U.S. citizens/nationals and lawful permanent residents must undergo an STA ▪ U.S. citizens/nationals are exempt from the STA but must show identification at arrival for training ▪ U.S. Department of Defense (DoD) endorsees are exempt from the STA but must show identification at arrival for training <i>§§ 1552.3(a-d) & 1552.3(h)(1-2)</i>	Expands and incorporates clarifications published after the IFR was issued.
§ 1552.9 – Security Coordinator	Requires all flight training providers to designate a person to serve as a Security Coordinator. Outlines the role of the Security Coordinator. <p style="text-align: right;"><i>New requirement</i></p>	Establishes the Security Coordinator as TSA’s primary contact with a provider, consistent with other TSA regulated entities, e.g., airports, aircraft operators, etc.
§ 1552.11 (Reserved)	<i>Left open for possible future requirements</i>	
§ 1552.13 – Security Awareness Training	Specifies security awareness training requirements: <ul style="list-style-type: none"> ▪ Initial ▪ Refresher ▪ Frequency changed from annual to biennial Replaces “recurrent” security awareness training with “refresher security awareness training.”	Term change to avoid confusion between recurrent flight training (required by the FAA) and recurrent security awareness training (required by TSA) and reduces the frequency of refresher security awareness training.
§ 1552.15 – Recordkeeping	Identifies recordkeeping requirements: <ul style="list-style-type: none"> ▪ What needs to be recorded ▪ How long to retain records ▪ Options on how records are stored <i>§§ 1552.3(i)(1) & 1552.25(a)</i>	Consolidates documentation and recordkeeping requirements to provide clarity and eliminate redundancies. Introduces the option to store and manage records on the FTSP Portal.
§ 1552.17 – FTSP Portal	Specifies that candidates and flight training providers must register an account on the FTSP Portal. <p style="text-align: right;"><i>§§ 1552.3 & 1552.5</i></p>	Provides clarity and eliminates redundancies.

Flight Training Security Program Final Rule	Change from Interim Final Rule <i>(IFR subsections in italics)</i>	Reason for the Change
<p>§ 1552.19 – Fraud, Falsification, Misrepresentation, or Omission</p>	<p>Updates language concerning confirmation and attestation of truth and accuracy by individuals and entities covered by this regulation and specifies:</p> <ul style="list-style-type: none"> ▪ Penalties ▪ Denial of security threat assessment ▪ Other enforcement or administrative actions <p style="text-align: right;"><i>§ 1552.3(g)(1)</i></p>	<p>Provides clarity on the impact of making false statements.</p>
<p>§ 1552.31 – Security Threat Assessments</p>	<p>Specifies requirements regarding security threat assessments (STAs) for candidates. A candidate's Determination of Eligibility issued from their STA is extended for up to five years.</p> <p style="text-align: right;"><i>§§ 1552.3(a-d), (e), (f), & (k)</i></p>	<p>The candidate's Determination of Eligibility can be used with one or more flight training providers. Also consolidates and standardizes candidate requirements and extends duration of the Determination of Eligibility for up to five years.</p>
<p>§ 1552.33 (Reserved)</p>	<p style="text-align: center;"><i>Left open for possible future requirements</i></p>	
<p>§ 1552.35 – Presence in the United States</p>	<p>Describes how TSA determines a candidate's eligibility based on their lawful presence in the United States for the duration of training.</p> <p style="text-align: right;"><i>§ 1552.3(a-d) & (h)</i></p>	<p>Clarifies that:</p> <ul style="list-style-type: none"> ▪ A candidate must be legally present in the U.S. to participate in flight training, i.e., must hold a valid, unexpired visa or otherwise be granted permission to stay by the U.S. Government. ▪ TSA may in some circumstances issue a preliminary Determination of Eligibility pending proof of permission to stay (e.g., visa obtained). ▪ A candidate training outside the United States is not required to provide proof of permission to stay in the U.S. but must provide any U.S. visas they may hold.
<p>§ 1552.37 – Comparable security threat assessments</p>	<p>Provides a reduced fee option for candidates with a comparable STA acceptable to TSA.</p> <p style="text-align: right;"><i>New section</i></p>	<p>Allows for a reduced fee for candidates that hold a comparable STA issued by another DHS or TSA program.</p>
<p>§ 1552.39 – Fees</p>	<p>Consolidates fee requirements:</p> <ul style="list-style-type: none"> ▪ One fee ▪ Paid by the candidate ▪ Covers all training events for 5 years <p style="text-align: right;"><i>§ 1552.5</i></p>	<p>Candidates pay a single fee for an STA covering multiple training events for the duration of their Determination of Eligibility (up to five years).</p>

Flight Training Security Program Final Rule	Change from Interim Final Rule <i>(IFR subsections in italics)</i>	Reason for the Change
<p>§ 1552.51 – Notification and processing of flight training events</p>	<p>Consolidates notification requirements and specifies that providers must:</p> <ul style="list-style-type: none"> ▪ Notify TSA of training events using the FTSP portal ▪ Photograph the candidate or DoD endorsee on arrival for training and upload photo to their portal account within 5 days ▪ Update portal records as to whether the event was completed or abandoned <p style="text-align: right;"><i>§ 1552.3(a-d) & (e)</i></p>	<p>These requirements were found in multiple locations within the IFR.</p>
<p>§ 1503.207 – Inspection Authority</p>	<p>Specifies inspection authority:</p> <ul style="list-style-type: none"> • Consolidated for all regulations in the 49 CFR part 1500 series <p style="text-align: center;"><i>New provision under 49 CFR part 1503</i></p>	<p>Technical amendment to consolidate requirements related to TSA’s investigative and enforcement procedures.</p>

[Back to Contents](#)

FTSP REGULATORY REQUIREMENTS

The Flight Training Security Program (FTSP) regulation includes requirements for the following individuals or entities:

- Flight instructors, schools, and companies who provide flight training or flight training equipment governed by 49 U.S.C. subtitle VII, part A, to any individual, specifically, flight training toward:
 - An FAA certification in the United States
 - An FAA certification outside the United States
 - A non-FAA certification in the United States
- Persons who lease flight training equipment. [[Providers and/or their lessors](#)]
- Non-U.S. citizens who apply for or participate in flight training. [[Candidates](#)]
- U.S. citizens and U.S. nationals who participate in flight training. [[U.S. Citizens](#)]
- [U.S. Department of Defense endorsements](#) [foreign military personnel]

For a list of specific training events covered by the regulation, see [Notification of Candidate Training](#).

The sections below provide more details about FTSP regulatory requirements:

[Flight Training Candidates](#)

[Flight Training Providers](#)

[U.S. Citizens](#)

[U.S. Department of Defense endorsements](#)

[Candidate's Lawful Presence in the United States](#)

Flight Training Candidates

A candidate is anyone applying for flight training who is neither a U.S. citizen nor a foreign military pilot endorsed by the Department of Defense (DoD endorsee). (*§ 1552.3*)

To qualify for flight training, a candidate must hold a valid Determination of Eligibility from TSA. (*§ 1552.31*)

To obtain a TSA Determination of Eligibility for up to five years, a candidate must undergo a security threat assessment (STA). To do so, the candidate must:

- Establish an account on the FTSP Portal (*§ 1552.17*)
- Apply through the portal for a STA (*§ 1552.31*)
- Pay a one-time fee through Pay.gov (*§ 1552.39*); and
- When prompted by TSA, submit fingerprints through a designated vendor (*§ 1552.31*).

The STA checks against [terrorism watchlists](#), a [fingerprint-based background check \(Rap Back\)](#) for [disqualifying criminal offenses](#), and an immigration check that verifies whether the candidate is lawfully present in the United States.

A Determination of Eligibility allows the candidate to train for the duration of that Determination, up to five years. A candidate with a valid Determination of Eligibility must choose flight training

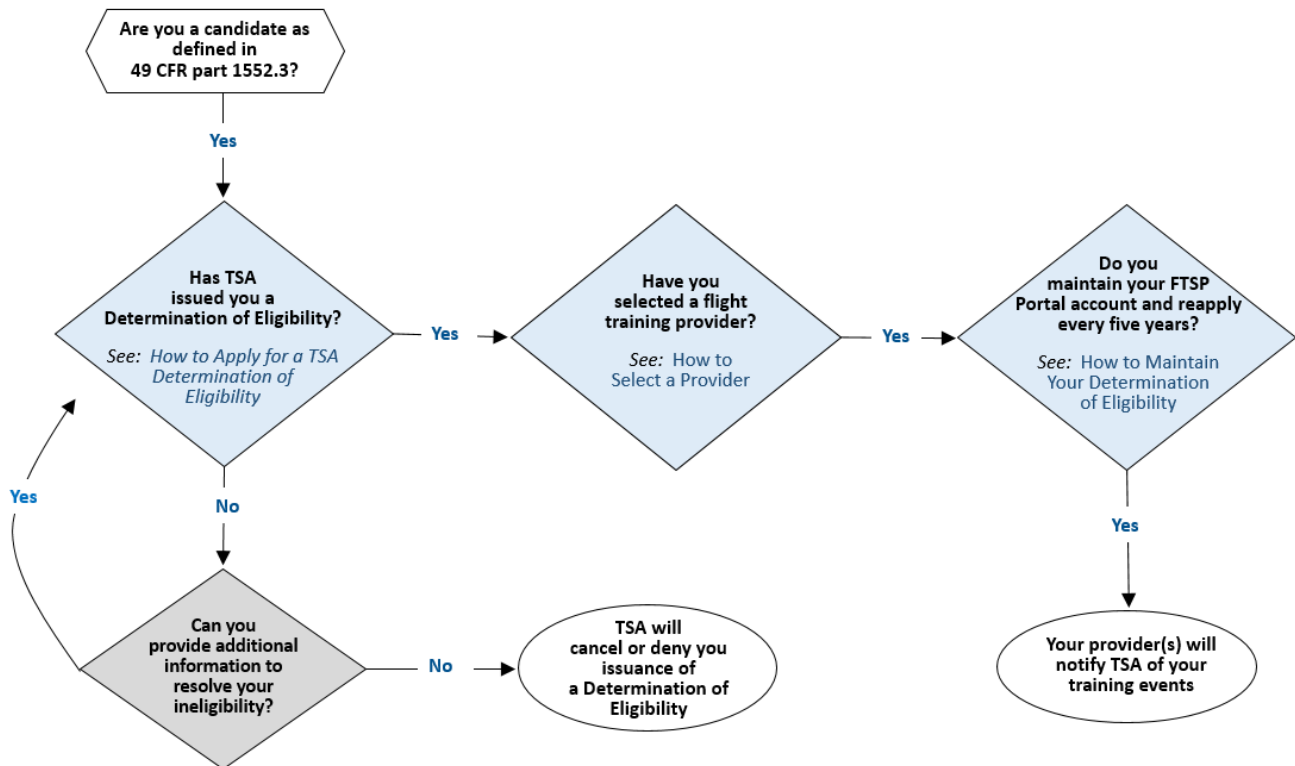
provider(s) through the FTSP portal. This establishes a means required by law whereby providers notify TSA of that candidate’s training, in accord with § 1552.51.

For complete information on candidate requirements and how to apply for and maintain a Determination of Eligibility, see the [Candidate Guide](#).

The flowchart and boxes that follow depict candidate requirements to obtain and maintain a Determination of Eligibility.

[Back to Contents](#)

FLIGHT TRAINING CANDIDATE COMPLIANCE GUIDELINES



How To Apply for a TSA Determination of Eligibility

Create an account on the FTSP portal (§ 1552.17) to provide TSA the following information:

- Fill in biographic information (§ 1552.31)
 - Upload all specified document images
- Pay the fee (§ 1552.39)
- Submit biometric information: fingerprints (§ 1552.31)

Variations

- You may be eligible for a reduced processing fee based on a comparable Determination of Eligibility (§ 1552.37)
- You may be eligible for expedited processing if you meet eligibility requirements (§ 1552.51) and pay an additional processing fee (§ 1552.39)

How to Maintain Your Determination of Eligibility

- Keep your FTSP account information current; TSA will place your account on hold or cancel your Determination of Eligibility if there is a discrepancy between your FTSP account information and information obtained from continuous vetting.
- Attain and retain permission to remain in the U.S. (§ 1552.35).
- Avoid criminal disqualifying activities. If you are convicted of a disqualifying crime (§ 1544.229), TSA will revoke your Determination of Eligibility. You can correct the record and appeal this decision (§ 1552.31).
- Reapply when your Determination of Eligibility expires.

How to Select a Provider

To register for flight training events:

- After you receive your Determination of Eligibility, log into your FTSP portal account.
- Select a flight training provider or providers to manage your flight training event(s).

Source: 49 CFR part 1552, Figure 1

CANDIDATE'S LAWFUL PRESENCE IN THE UNITED STATES

Under § 1552.31, a candidate may only participate in flight training if the candidate —

- Is lawfully admitted to the United States; or
- Entered the United States and has been granted permission to stay by the U.S. Government; or;
- Is otherwise authorized to be employed in the United States; and
- Has not exceeded or overstayed their period of admission.

A candidate who has yet to obtain a valid document issued by the United States evidencing eligibility to take flight training may be issued a preliminary Determination of Eligibility pending the individual's ability to provide proof of eligibility.

A candidate who engages in a flight training event that takes place entirely outside the United States is not required to show eligibility for flight training in the United States, but must provide any United States visas held by the candidate.

Any history of denial of a United States visa may be a factor in determining whether a candidate is eligible to participate in flight training, regardless of training location. Candidates who have been issued a U.S. visa may be limited by U.S. immigration authorities in participating in a course of study (see "[Non-Immigrants: Who Can Study?](#)"). FTSP will use the following databases as part of the immigration check: [SAVE](#), [IDENT/HART](#), and [SEVP](#).

[Back to Contents](#)

Flight Training Providers

The regulation clearly defines flight training providers and their employees covered by the regulation (see box).

Flight training providers must:

- Obtain and use an FTSP portal account. (§ 1552.17)
- Validate that a candidate (non-U.S. citizen) has a current TSA Determination of Eligibility before training that individual. (§ 1552.7)
- Verify a flight training student's U.S. citizenship before training them, and retain records of these identification verifications for five years. (§ 1552.7)

See [Options for Validating U.S. Citizenship](#) for a list of acceptable identification documents for U.S. citizens and nationals.

- If relevant, verify a [U.S. DoD foreign military endorsee's](#) identity through the FTSP Portal. (§ 1552.7)
- Notify TSA through their FTSP portal account of all training events for candidates and whether or not the training was completed. (§ 1552.51)
- Take a photograph of the candidate or endorsee, for each training event, and upload that photo to the FTSP portal within five days of the candidate's arrival for training. (§ 1552.51)
- Designate a [security coordinator](#). (§ 1552.9)
- Provide [security awareness training](#) to their employees. Initial security awareness training must take place within 60 days of hiring, and biennially after. (§ 1552.13)
- Retain all [lease agreement](#) records for aircraft and aircraft simulators. (§ 1552.15).
- Maintain records demonstrating compliance with all requirements and allow TSA inspections and audits and FAA access to their records if requested (§ 1552.15 and (§ 1503.207).

The FTSP Portal account administrator for providers operating under 14 CFR part 61, either as an individual certified flight instructor (CFI), or for a group of CFIs, must hold an FAA certificate. The Portal account administrator for providers operating under 14 CFR parts 121, 135, 141, and 142 is not required to be an FAA certificate holder. (§ 1552.17)

Each flight training provider must immediately terminate a candidate's participation in all ongoing or planned flight training events when TSA either sends a Determination of Ineligibility for that candidate or notifies the flight training provider that the candidate presents a security threat. Conversely, a provider must notify TSA if they become aware that a candidate is involved in an alleged criminal disqualifying offense or is no longer permitted to remain in the United States; or if the provider has reason to believe the candidate poses a security threat. (§ 1552.7)

Flight training provider means—

(a) Any person that provides instruction under [49 U.S.C. subtitle VII](#), part A, in the operation of any aircraft or aircraft simulator in the United States or outside the United States, including any pilot school, flight training center, air carrier flight training facility, or individual flight instructor certificated under 14 CFR parts [61](#), [121](#), [135](#), [141](#), or [142](#);

(b) Similar persons certificated by foreign aviation authorities recognized by the FAA, who provide flight training services in the United States; and

(c) Any lessor of an aircraft or aircraft simulator for flight training, if the person leasing their equipment is not covered by (a) or (b).

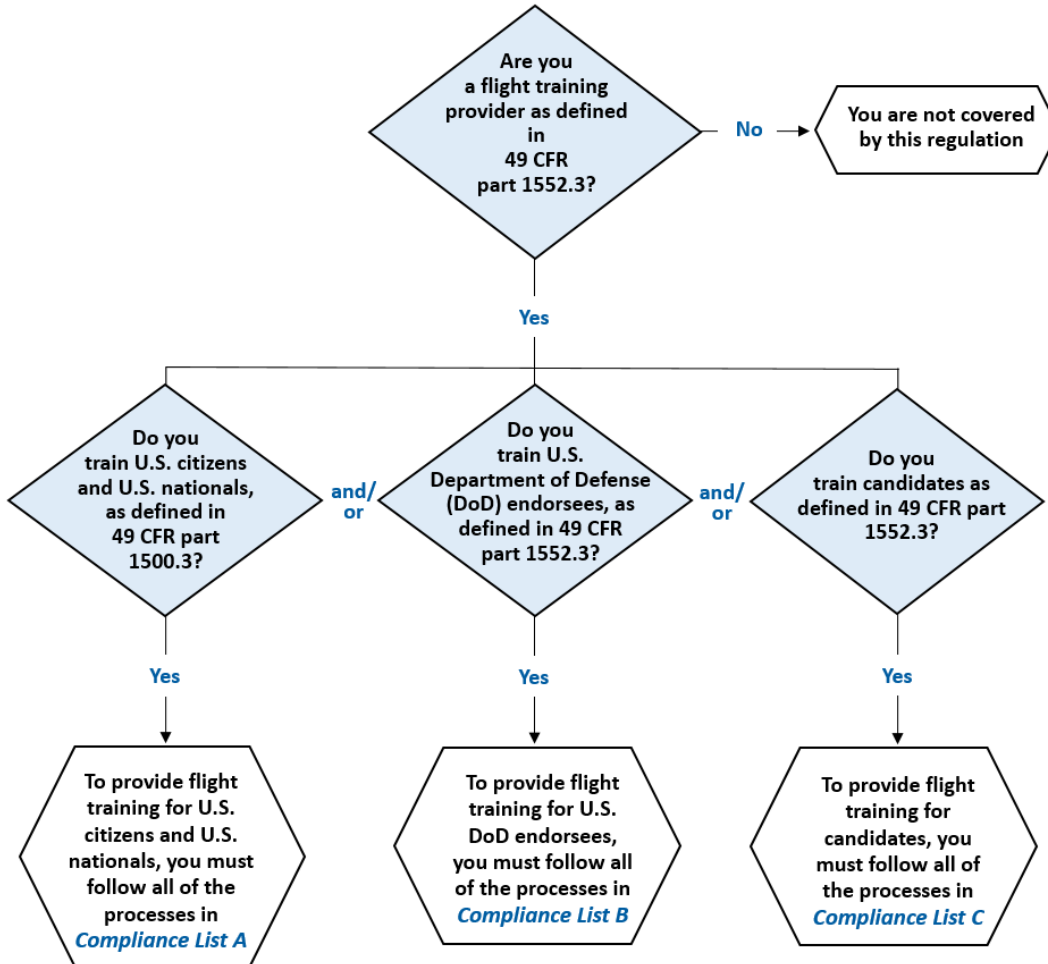
Flight training provider employee means an individual who provides services to a flight training provider in return for financial or other compensation, or a volunteer, and who has direct contact with flight training students and candidates. A flight training provider employee may be an instructor, other authorized representative, or independent contractor.

Source: 49 CFR §1552.3

Foreign military personnel endorsed by the U.S. Department of Defense (DoD) are exempt from FTSP final rule requirements, but providers must verify their endorsement via the FTSP Portal. See [U.S. DoD Endorsements](#).

The figure and compliance lists below itemize the FTSP final rule requirements for providers.

FLIGHT TRAINING PROVIDER COMPLIANCE GUIDELINES



Compliance List A

Flight Training Providers Who Train U.S. Citizens and Nationals

To comply with the final rule you must:

- Allow TSA inspections and audits and allow FAA access to your records (§ 1503.207)
- Verify that the student is exempt from a security threat assessment by examining their U.S. citizenship or U.S. national documentation (§ 1552.7)
- Designate a security coordinator (§ 1552.9)
- Ensure your employees receive initial and biennial security awareness training (§ 1552.13)
- Maintain records documenting verification of U.S. citizens/nationals for five years (§ 1552.15)
- Document aircraft simulator lease agreements (§ 1552.15)

Compliance List B

Flight Training Providers Who Train U.S. DoD Endorsees

To comply with the final rule you must:

- Allow TSA inspections and audits and allow FAA access to your records (§ 1503.207)
- Verify the endorsee by matching their identification documents with the endorsement provided by the DoD attaché through the FTSP Portal (§ 1552.7)
- Acknowledge receipt of all TSA notifications concerning endorsees (§ 1552.7)
- Designate a security coordinator (§ 1552.9)
- Ensure your employees receive initial and biennial security awareness training (§ 1552.13)
- Maintain records on endorsees and flight training events for five years (§ 1552.15)
- Document aircraft simulator lease agreements (§ 1552.15)
- Maintain an FTSP Portal account (§ 1552.17)
- For all proposed and actual endorsee flight training events (§ 1552.51):
 - Take a photograph of the endorsee when they arrive for training and upload the photo to the FTSP Portal within five business days
 - Notify TSA of all flight training events attended by endorsees and update portal records when an endorsee completes or does not complete their training

Compliance List C

Flight Training Providers Who Train Candidates

To comply with the final rule you must:

- Allow TSA inspections and audits and allow FAA access to your records (§ 1503.207)
- Ensure each candidate holds a valid Determination of Eligibility (§ 1552.7)
- Designate a security coordinator (§ 1552.9)
- Notify TSA if you become aware that a candidate may not be eligible for flight training, e.g., it appears they have engaged in disqualifying crime(s) or are unlawfully present (§ 1552.7)
- Ensure your employees receive initial and biennial security awareness training (§ 1552.13)
- Maintain records for five years (§ 1552.15)
- Document aircraft simulator lease agreements (§ 1552.15)
- Create, maintain, and update your account on the FTSP Portal (§ 1552.17)
- For all proposed and actual candidate flight training events (§ 1552.51):
 - Notify TSA of the candidate's proposed training event(s)
 - Ensure each candidate presents valid ID at each training event
 - Take a photograph of the candidate when they arrive for training and upload the photo to the FTSP portal within five business days
 - Update your FTSP Portal record of completion or noncompletion of the training

Source: 49 CFR part 1552, Figure 2

See the [Provider Guide](#) for a complete discussion of all flight training provider requirements and how to use the FTSP Portal.

[Back to Contents](#)

U.S. Citizens

If you are a U.S. citizen or U.S. national seeking flight training, you are not required to undergo a TSA security threat assessment in order to participate in flight training. However, you must provide current photo identification or a combination of identity documents to the flight training provider when you arrive for training. FTSP accepts the same documents to determine U.S. citizenship that TSA uses for the [TSA PreCheck](#), [TWIC](#), and [HME](#) programs.

Below is the current list of acceptable identification documents for U.S. citizens and nationals.

OPTIONS FOR VALIDATING U.S. CITIZENSHIP

A U.S. citizen may provide one of the documents listed under Option 1 in the table below as sufficient to verify their citizenship under the FTSP final rule. If the U.S. citizen does not have one of the seven documents listed under Option 1, the flight training provider must require one document from List A and one document from List B be presented before they may train that individual.

Two Options for Documents Validating U.S. Citizenship		
Option 1: Provide one of the following documents establishing identity and U.S. citizenship	Option 2: Provide 1 document from List A <i>and</i> 1 document from List B	
	List A—Valid Proof of U.S. Citizenship	List B—Valid Photo Identification
<ul style="list-style-type: none"> • Unexpired U.S. Passport (book or card) • Unexpired Enhanced Tribal Card (ETC) • Unexpired Free and Secure Trade (FAST) Card – designates U.S. citizenship if indicated on the document • Unexpired NEXUS Card – designates U.S. citizenship if indicated on the document • Unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) Card – designates U.S. citizenship if indicated on the document • Unexpired Global Entry Card – designates U.S. citizenship if indicated on the document • Unexpired U.S. Enhanced Driver's License or Unexpired Enhanced Identification Card – designates U.S. citizenship if indicated on the document 	<ul style="list-style-type: none"> • U.S. Birth Certificate • U.S. Certificate of Citizenship (N-560 or N-561) • U.S. Certificate of Naturalization (N-550 or N-570) • U.S. Citizen Identification Card (I-179 or I-197) • Consular Report of Birth Abroad (FS-240) • Certification of Report of Birth Abroad (DS-1350 or FS-545) • Expired U.S. passport (book or card) within 12 months of expiration if one or more of the documents in List B is also presented 	<ul style="list-style-type: none"> • Unexpired driver's license issued by a State or outlying possession of the United States <ul style="list-style-type: none"> ○ Regular driver's license ○ Commercial driver's license ○ Real ID • Unexpired temporary driver's license plus expired driver's license (constitutes one document) • Unexpired photo ID card issued by the Federal Government or by a State or outlying possession of the United States that includes a federal or state agency seal or logo (such as a State university ID) (permits, such as a gun permit, are not considered valid identity documents) • Unexpired U.S. military ID card • Unexpired U.S. retired military ID card • Unexpired U.S. military dependent's card • Native American tribal document with photo • Unexpired DHS / TSA TWIC Credential • Unexpired Merchant Mariner Credential • Expired U.S. passport within 12 months of expiration if one or more of the documents in List A is also presented

Source: 49 CFR part 1552, Table 2

U.S. Department of Defense Endorsees

The U.S. Department of Defense (DoD) may endorse a foreign military pilot for flight training in the United States. A DoD endorsee is exempt from the requirement to undergo a TSA security threat assessment.

The FTSP final rule requires that the DoD attaché with jurisdiction for the foreign military pilot's country of citizenship or service notify TSA that the pilot may participate in U.S. Government-sponsored flight training (§ 1552.7(a)(2)). To do so, the DoD attaché or their designate must establish an account on the FTSP Portal and upload an endorsement.

To establish that an individual has been endorsed by the DoD, the flight training provider must confirm that the endorsee's government-issued photo identification matches the information in the U.S. DoD endorsement, which will be made available to that provider through their account on the FTSP Portal.

See the [Provider Guide](#) and the [Other Government Users Guide](#) for more information about DoD endorsees.

[Back to Contents](#)

NOTIFICATION OF CANDIDATE TRAINING

Under § 1552.51, each flight training provider must notify TSA through the FTSP Portal of all proposed and actual flight training events scheduled by a candidate, without regard to whether that training is intended to result in certification.

The following flight training events are subject to the rule's requirements (§ 1552.3):

- **Initial pilot certification** (whether private, recreational, or a sport pilot certificate), which provides a pilot with basic piloting skills.
- **Instrument rating**, which enhances a pilot's abilities to pilot an aircraft in bad weather or at night and enables a pilot to better understand the instruments and physiological experiences of flying without reference to visual cues outside the aircraft.
- **Multi-engine rating**, which provides a pilot with the skill to operate more complex, faster aircraft.
- **Type rating**, which is a specific certification a pilot obtains to operate a certain type of aircraft, because this training is required beyond the initial, multi-engine, and instrument certification.
- **Recurrent training for type rating**, which is required to maintain or renew a type rating already held by a pilot.

The FTSP Portal is configured to allow providers to notify TSA of candidate training and training completions through their portal accounts.

Providers may notify TSA of proposed or actual flight training events for commercial ratings and airline transport pilot ratings.

See the [Provider Guide](#) for a comprehensive list of flight training that is NOT covered by the final rule.

[Back to Contents](#)

SECURITY COORDINATOR

The FTSP regulation requires flight training providers to designate a Security Coordinator as the primary contact with TSA, whether or not they train candidates. (§ 1552.9). The requirements are listed below.

- *Designation of a Security Coordinator.* Each flight training provider must designate and use a primary Security Coordinator. The Security Coordinator must be designated at the corporate level.
- *Notification to TSA.* Each flight training provider must provide to TSA the name, title, phone number, and email address of the Security Coordinator and the alternate Security Coordinator(s), as applicable.
 - The provider must notify TSA within five business days of any changes to these designations.

The Security Coordinator:

- Serves as the primary contact for intelligence information and security-related activities and communications with TSA. Any individual designated as a Security Coordinator may perform other duties.
- Is accessible to TSA on a 24-hours a day, 7 days a week basis.
- Coordinates security practices and procedures internally, and with appropriate law enforcement and emergency response agencies.

Security Coordinators must complete security awareness training requirements and be able to quickly contact:

- Their local TSA office;
- The local Federal Bureau of Investigation (FBI) office; and
- Local law enforcement, if a situation or an individual's behavior could pose an immediate threat.

A flight training provider's Provider Administrator is automatically assigned the Security Coordinator role as of the FTSP Final Rule effective date. The provider can change that designation as needed. See the [Provider Guide](#) for more information.

[Back to Contents](#)

SECURITY AWARENESS TRAINING

Each flight training provider must ensure that each of their employees who has direct contact with flight students and candidates receives initial security awareness training within 60 days of hiring, and is given a refresher course every two years. (§ 1552.13)

Included below are complete security awareness training requirements from the regulation.

At a minimum, initial security awareness training must:

- Require direct participation by the flight training provider employee receiving the training, either in person or through an online training module;
- Provide situational scenarios requiring the flight training provider employee receiving the training to assess specific situations and determine appropriate courses of action; and
- Contain information that enables a flight training provider employee to identify the following:
 - Any restricted areas of the flight training provider or airport where the flight training provider operates and individuals authorized to be in these areas or in or on equipment, including designations such as uniforms or badges unique to the flight training provider and required to be worn by employees or other authorized persons.
 - Behavior that may be considered suspicious, including, but not limited to--
 - Excessive or unusual interest in restricted airspace or restricted ground structures by unauthorized individuals;
 - Unusual questions or interest regarding aircraft capabilities;
 - Aeronautical knowledge inconsistent with the individual's existing airman credentialing; and
 - Sudden termination of instruction by a candidate or other student.
 - Indications that candidates are being trained without a Determination of Eligibility or validation of exempt status.
 - Behavior by other persons on site that may be considered suspicious, including, but not limited to—
 - Loitering on or around the operations of a flight training provider for extended periods of time; and
 - Entering "authorized access only" areas without permission.
 - Circumstances regarding aircraft that may be considered suspicious, including, but not limited to—
 - Unusual modifications to aircraft, such as the strengthening of landing gear, changes to the tail number, or stripping of the aircraft of seating or equipment;
 - Damage to propeller locks or other parts of an aircraft that is inconsistent with the pilot training or aircraft flight log; and
 - Dangerous or hazardous cargo loaded into an aircraft.
 - Appropriate flight training provider employee responses to specific situations and scenarios, including—
 - Identifying suspicious behavior requiring action, such as identifying anomalies within the operational environment considering the totality of the circumstances, and appropriate actions to take;

- When and how to safely question an individual if the individual's behavior is suspicious;
- Informing a supervisor and the flight training provider's security coordinator, if a situation or an individual's behavior warrants further investigation;
- Any other information relevant to security measures or procedures unique to the flight training provider's business, such as threats, past security incidents, or a site-specific TSA requirement.

Each employee must receive a refresher security awareness training at least every two years. At a minimum, a refresher security awareness training program must:

- Include all the elements from initial security awareness training;
- Provide instruction on any new security measures or procedures implemented by the flight training provider since the last security awareness training program;
- Relay information about recent security incidents at the flight training provider's business, if any, and any lessons learned as a result of such incidents;
- Cover any new threats posed by, or incidents involving, general or commercial aviation aircraft; and
- Provide instruction on any new TSA requirements concerning the security of general or commercial aviation aircraft, airports, or flight training operations.

Flight training providers required to conduct security awareness training under 49 CFR parts 1544 or 1546 may deliver that training in lieu of that listed above.

[Back to Contents](#)

PROVIDER RECORDKEEPING AND COMPLIANCE

Flight training providers are required to retain records to demonstrate their compliance with the FTSP final rule and must make these records available to TSA upon request for inspection and copying. (§ 1552.15)

A provider notifies TSA of candidate flight training events through their FTSP portal account; thus, the candidate records required by the regulation are already stored on the provider's account on the portal. These are:

- Notifications of candidate proposed training events based on a valid Determination of Eligibility.
- Photographs taken of candidates when they arrive for training, which are the provider's proof that they verified that candidate's identity against the information in their FTSP account.
- Updated notifications as to whether candidates completed or did not complete flight training events.

Records must be maintained either electronically using methods accepted by TSA or as paper records for at least five years after expiration or discontinuance of use. In addition to the candidate records show above, providers must retain the following records:

- Security awareness training records;
- Security coordinator training records;
- Verification of U.S. citizenship or U.S. nationality;
- Verification of DoD Endorsee identity; or
- Aircraft or aircraft simulator lease agreements.

FTSP intends to make full electronic recordkeeping on the FTSP Portal available as an alternate option for providers. This will be appended to the provider's FTSP portal account. Providers will be notified when this capability is enabled.

Please review the [Provider Guide](#) for more detailed recordkeeping guidance.

[Back to Contents](#)

Employee Records Related to Security Awareness Training

Each flight training provider must ensure that each employee who has direct contact with flight students and/or candidates completes a security awareness training program that meets the requirements of this section. (§ 1552.13) These records must include at a minimum:

- The employee's name;
- The dates the employee received security awareness training;
- The name of the instructor or manager for training; and
- The curricula or syllabus used for the most recently provided training that establishes the training meets the criteria specified (see [Security Awareness Training](#)).

Security awareness training records must be maintained for no less than one year after the individual is no longer an employee.

In addition, providers must make available free of charge to their current and former employees proof that the employees received security awareness training.

A flight training provider employee may be required to participate in security awareness training under 49 CFR parts 1544 or 1546. The flight training provider may retain that documentation in lieu of the above employee training records.

Records Demonstrating Eligibility for Flight Training for U.S. Citizens and U.S. Nationals

Each flight training provider must maintain records that document the provider's verification of U.S. citizenship or U.S. nationality for five years.

Each flight training provider may certify that verification of U.S. citizenship or U.S. nationality occurred by making the following endorsement in both the instructor's and the student's logbooks:

"I certify that [insert student's full name] has presented to me a [insert type of document presented, such as U.S. birth certificate or U.S. passport, and the relevant control or sequential number on the document, if any] establishing that [the student] is a U.S. citizen or U.S. national in accordance with 49 CFR part 1552.7(a). [Insert date and the instructor's signature and certificate number.]"

The flight training provider also may make and retain copies of the documentation establishing an individual as a U.S. citizen or U.S. national.

Leasing Agreement Records for Simulators Used in Flight Training

Any simulated aviation experience that could be applied or credited toward an airman certification is covered under the final rule. Each flight training provider must retain all lease agreement records for aircraft simulators leased from another person, as identified under § 1552.15 and as necessary to demonstrate compliance.

The FTSP regulation does not require providers to retain leasing agreements for aircraft used in flight training.

For more details on leasing agreement requirements, see the [Provider Guide](#).

[Back to Contents](#)