

FAA STUDENT RECORDS INSPECTION CHECKLIST

Student Name: _____ Class Number: _____
 Student Code: _____ Date: _____

Logbook	Logbook complete	<input type="checkbox"/>
	Logbook signed	<input type="checkbox"/>
	Logbook tallied correctly	<input type="checkbox"/>
	Matches Talon Pilot Log totals	<input type="checkbox"/>
	SFI makes copy of complete logbook for student file	<input type="checkbox"/>
		SFI sign-off
Misc.	Meet with Chief Ground Instructor to verify completion of all ground/academic training	
	Meet with English teacher to verify language tests complete	
		English Teacher sign-off
Talon	All units completed	<input type="checkbox"/>
	All line items complete	<input type="checkbox"/>
	Course minimums met	<input type="checkbox"/>
		SFI sign-off

NOTE: This completed form must be kept on file for 3 years.