

LEA INSTRUMENT PILOT FOLDER CHECKLIST

(JEPPESEN)

<u>DATE:</u>	<u>SIDE A</u>	<u>Grade</u>	<u>DATE:</u>	<u>SIDE B</u>
_____	Private Inst Student Record		_____	LEA Inst Pilot Folder Checklist
_____	141 Ground Graduation Cert		_____	Stage Check Checklist
_____	141 Flight Graduation Cert		_____	141 Enrollment application
_____	Stage I Exam		_____	Foreign Student TSA Documentation
_____	Stage II Exam		_____	Copy of Government Issued ID
_____	Stage III Exam		_____	Copy of Birth Certificate
_____	Inst End-of-Course Exam		_____	Copy of Passport
_____	Knowledge Test Results		_____	Copy of Pilot Certificates
_____	Intro to Approaches Briefing		_____	Copy of Medical Certificate
_____	IFR Cross-Country Briefing		_____	LEA Renter's Agreement/Account Info
_____	Practical Test Briefing		_____	LEA Renter's Agreement Addendum
_____	Ch. 2 Answer Sheets		_____	Proof of Renter's Insurance
_____	Ch. 3 Answer Sheets		_____	LEA Headset Renter's Agreement
_____	Ch. 4 Answer Sheets		_____	Customer Credit Account Information
_____	Ch. 5 Answer Sheets		_____	Pre-Rental POH Test
_____	Ch. 6 Answer Sheets		_____	Aircraft Checkout
_____	Ch. 7 Answer Sheets			
_____	Ch. 8 Answer Sheets			
_____	Ch. 9 Answer Sheets			
_____	Ch. 10 Answer Sheets			

LEA INST PILOT STAGE CHECK CHECKLIST

(JEPPESEN)

Stage I Checklist (Flight Lesson #13):

- Stage I exam results – Should be completed on ground lesson 9
- Ground lessons 1-9 recorded in Instrument Pilot Record
- Chapter 1-3 answer sheets (corrected to 100%)
- Flight lessons 1-12 recorded in Instrument Pilot Record (Times totaled and lessons signed)
- Stage totals verified

Stage II Checklist (Flight Lesson #23):

- Stage II exam results – Should be completed on ground lesson 19
- Ground lessons 10-19 recorded in Instrument Pilot Record
- Chapter 4-8 answer sheets (corrected to 100%)
- Introduction to Approaches briefing (corrected to 100%)
- Flight lessons 14-22 recorded in Instrument Pilot Record (Times totaled and lessons signed)
- Stage totals verified

Stage III Checklist (Flight Lesson #28)

- Stage III exam results – Should be completed on ground lesson 26
- Ground lessons 20-26 recorded in Instrument Pilot Record
- Chapter 9-10 answer sheets (corrected to 100%)
- IFR Cross-Country briefing (corrected to 100%)
- Instrument Practical Test briefing (corrected to 100%)
- A **complete** cross-country flight plan will be required for the ground portion of this stage check
- Flight lessons 23-26 recorded in Instrument Pilot Record (Times totaled and lessons signed)

End of Course Flight Check (Flight Lesson #26)

- Instrument End-of-Course Exam results (proctored Gleim test 60 questions)
- Copy of FAA Knowledge Test results in folder
 - o Reviewed deficient areas as per 14 CFR 61.39 Sign/Date_____

	Ground				Flight		
	Video & Class Discussion	FTD	Briefings, Stage/Final Exams	Ground Training Totals	Airplane	FTD	Totals
Stage I	/8	N/A	/1	/9	/13	N/A	/13
Stage II	/10	N/A	/1.5	/11.5	/11	N/A	/11
Stage III	/6	N/A	/3.5	/9.5	/11	N/A	/11
Totals:	/24	N/A	/6	/30	/35	N/A	/35

