

Federal Aviation Administration Certification Process

Last updated: December 15, 2020

Relocation of the Aircraft Maintenance Technology Program requires that the College follow certain requirements laid out by the Federal Aviation Administration (FAA). This document summarizes the steps required, and notes the current status of each.

The documents that include the FAA requirements are Advisory Circular AC 147-3B, Certification and Operation of Aviation Maintenance Technician Schools and FAA Order 8900.1, Flight Standards Information Management System (FSIMS). Other certification requirements are found in 14 CFR 147, Aviation Maintenance Technician Schools.

Step	Status
1. Contact FAA notifying them of intention to move	Initial date we contacted FAA was August 10, 2020
2. Submit Form 8310-6 (Aviation Maintenance Technician School Certificate and Ratings Application)	Form 8310-6 was submitted October 9, 2020
3. Contact FAA to determine extent of changes needed to Operations Manual	
4. Submit documents to FAA including proposed curriculum, list of facilities and equipment to be used, list of required practical projects, etc.	
5. FAA completes curriculum evaluation	
6. FAA inspects facilities including instructional aids and shop equipment	
7. Meet with FAA about any discrepancies	
8. FAA gives certification	