



STEP III

Alien Flight Student Program (AFSP) TSA

Dear Future Student,

The Transportation and Security Administration (TSA) has set up a system in which all Non-U.S. Citizen's must now register under the Alien Flight Student Program (AFSP). The mission of the Alien Flight Student Program is to ensure that Non-U.S. Citizen Candidates seeking training at flight schools regulated by the Federal Aviation Administration (FAA) do not pose a threat to aviation or national security.

ADF Airways is prepared to aid and guide the student through the registration process. The following is an itemized list of steps and requirements that must be met in order to receive approval for training:

INSTRUCTIONS (NOTE: QUESTIONS WORDED IN RED ARE MANDATORY)

PART 1

STEP 1: Enter the AFSP link: www.flightschoolcandidates.gov and look for the option: "create new student account" on the upper right corner of the webpage.

STEP 2: You must have a Passport valid for at least a year, a valid e-mail address where you will receive AFSP notifications. Fill in the requested info. Your Surnames and must be exactly as the ones described in your Passport.

STEP 3: Fill the requested Passport info as your travel and ID document.

STEP 4: Create a Username and enter your permanent e-mail address where you will receive all the notification from now on.

STEP 5: Create your security answers.

STEP 6: Confirm all of your security answers specified before.

STEP 7: Digital ID Confirmation.

BE SURE TO KEEP YOUR USER ID AND PASSWORD IN A SAFE PLACE.

INSTRUCTIONS FOR TSA APPLICATION

PART 2

You will receive two e-mails confirming the Username you created and a provisional password. Please keep this information safe because you will be needing this for further training in the U.S.A. Once you receive the e-mail confirming your new password you will have to re-enter the AFSP web page (www.flightschoolcandidates.gov) to update the password. The new password must contain special characters as: @#!=. After your password is updated you will be redirected to your TSA account.

The program is designed to fulfill 8 steps:

STEP 1 BASIC INFORMATION

Once you open the first page, you will find all the info you registered before. Remember that the name on this application has to be the same as shown on the passport.

STEP 2 OTHER NAMES

If you have or used to have another name (Nick Name) please fill in the info, if not check the box below.

STEP 3 CITIZENSHIP

You have to provide the actual and historical status of your citizenship. If you poses other citizenships please register them on a new box. You can create as many boxes as needed.

STEP 4 IDENTIFICATION NUMBERS

At this point you will need to specify the info showed on your passports, visas or permanent resident if it is the case. You may add and upload your driver's license info or any other document you think is necessary. Please note that you will have to upload all the valid documents images in order to request the training petition. NOTE: The students that have a refugee or asylee status can upload a copy of their political status documents and two forms of identification with photograph included, such as permanent resident cars or driver's license instead of a passport.

IN EACH STEP YOU WILL HAVE TO UPLOAD AN IMAGE AS BACKUP OF THE PRESENTED DOCUMENTS.

STEP 5 ADRESSES

Please provide all the addresses where you have lived for more than 30 days for the past 5 years. You have to specify an exact date in each address you have lived. You may not leave blank spaces in between of every address. After typing down an address hit on the "SAVE RECORD"



button, otherwise the info won't be saved. You may enter as many addresses as needed. Please provide the phone number and the house number where you lived if applicable.

STEP 6 EMPLOYMENT

You have to provide the info of your actual employer. If you are unemployed, please type in "UNEMPLOYED" on each item.

STEP 7 TRAINING REQUEST DETAILS

DESCRIPTION	ANSWER		
STATE	FLORIDA		
PROVIDER	ADF		
CLASS NAME	PRIVATE	=	INITIAL CATEGORY 3
	INSTRUMENTS	=	INSTRUMENTS CATEGORY 3
	MULTIENGINE	=	MULTIENGINE CATEGORY 3
COURSE ID	PRIVATE	01	
	INSTRUMENTS	02	
	MULTIENGINE	03	
TYPE OF AIRCRAFT	PRIVATE	CESSNA 172	
	INSTRUMENTS	CESSNA 172	
	MULTIENGINE	PIPER SEMINOLE PA44-180	
TIME	3 MONTHS FOR EVERY LICENSE		

STEP 8 TRAINING REQUEST CATEGORY

Please check on the "CATEGORY III" option.

TO ISSUE YOUR APPLICATION

Once you have fulfilled the application, go to the home button on the lower left corner of the webpage and hit on the "HOME" link, after that hit on the "SUBMIT" link and follow the instructions.

If your application has errors:

- Please identify on the list where the error is and make the corresponding changes.
- Once all the errors are corrected please go back to home and submit the application.
- You will have to choose "I AGREE" on the next three screens before your application is issued.

After the online application has been completed, submitted, and reviewed, ADF will be asked to approve the student as an "ADF STUDENT" at which point you will receive an email confirmation from TSA. TSA will send an email with instructions on how to pay the \$130.00 processing fee for the application. The time for this process is 7 days. If you have any further question please contact your commercial advisor.

PART 3:

When you come to ADF AIRWAYS for registration we will collect your fingerprints

The applicant must have in his possession:

1. 2 Valid IDs . (Passport and ID with picture)
2. 2 Finger print cards. (Provided by ADF)
3. "Fingerprint Instructions" from TSA
4. NATA compliance form.

ADF will take a digital photograph of the application and submit it on your behalf. Both ADF Airways and the applicant will wait for the reply from the TSA.

YOUR PERMISSION IS VALID FOR A YEAR.

Ground training may begin prior to the completion of the security assessment. All training as in all flight schools is Non-refundable.

ADF hopes that together, we can make this an efficient and convenient process. We will be here for any questions or concerns that you might have.

