that assistant chief instructor must be available at the satellite pilot school or, if away from the premises, by telephone, radio, or other electronic means during the time that training is given for an approved training course;

- (b) The airport, facilities, and personnel used at the satellite base meet the appropriate requirements of subpart B of this part and its approved training course outline;
- (c) The instructors are under the direct supervision of the chief instructor or assistant chief instructor for the appropriate training course who is readily available for consultation in accordance with § 141.85(b) of this part; and
- (d) The FAA Flight Standards District Office having jurisdiction over the area in which the school is located is notified in writing if training or instruction is conducted there for more than 7 consecutive days.

#### §141.93 Enrollment.

- (a) The holder of a pilot school or a provisional pilot school certificate must, at the time a student is enrolled in an approved training course, furnish that student with the following:
- (1) A certificate of enrollment containing—
- (i) The name of the course in which the student is enrolled; and
- (ii) The date of that enrollment.
- (2) A copy of the training syllabus.
- (b) The holder of a pilot school or provisional pilot school certificate must maintain a monthly listing of persons enrolled in each training course offered by the school.

### §141.95 Graduation certificate.

- (a) The holder of a pilot school or provisional pilot school certificate shall issue a graduation certificate to each student who completes its approved course of training.
- (b) The graduation certificate must be issued to the student upon completion of the course of training and contain at least the following information:
- (1) The name of the school and the number of the school certificate;
- (2) The name of the graduate to whom it was issued;
- (3) The course of training for which it was issued;
  - (4) The date of graduation;
- (5) A statement that the student has satisfactorily completed each required stage of the approved course of training including the tests for those stages;
- (6) The information contained on the graduation certificate must be certified by the chief instructor for that course of training; and

(7) A statement showing the crosscountry training the student received in the course of training.

# Subpart F—Records

## §141.101 Training records.

- (a) Each holder of a pilot school or provisional pilot school certificate must establish and maintain a current and accurate record of the participation and accomplishment of each student enrolled in an approved course of training conducted by the school, that includes the following:
- (1) The record kept in a student's logbook will not suffice for the record required by this paragraph of this section; and
- (2) The record must include the following information:
- (i) The date the student was enrolled in the approved course;
- (ii) A chronological log of the student's course attendance, subjects and flight operations covered in the student's training, and the names and grades of any tests taken by the student; and
- (iii) The date the student graduated, terminated training, or transferred to another school.
- (b) Whenever a student graduates, terminates training, or transfers to another school, the student's record must be certified to that effect by the chief instructor;
- (c) The holder of a certificate for a pilot school or a provisional pilot school must retain each student record required by this section for at least 1 year from the date that the student:
- (1) Graduates from the course to which the record pertains;
- (2) Terminates enrollment in the course to which the record pertains; or
- (3) Transfers to another school; and
- (d) The holder of a certificate for a pilot school or a provisional pilot school must, upon request of a student, make a copy of the student's record available to the student.

# Appendix A—Recreational Pilot Certification Course

- 1. Applicability. This appendix prescribes the minimum curriculum required for a recreational pilot certification course under this part, for:
- (a) An airplane category with a singleengine class rating.
- (b) A rotorcraft category with a helicopter class rating.
- (c) A rotorcraft category with a gyroplane class rating.
- 2. Eligibility for enrollment. A person must have the following to enroll in the flight portion of the recreational pilot certification course:

- (a) A student pilot certificate; and
- (b) A signed and dated statement affixed to the application certifying that no known medical defect exists that would make the person unable to pilot an aircraft for the aircraft category and class rating sought.
- 3. Aeronautical knowledge training. Each approved course must include at least 20 hours of training on the following aeronautical knowledge areas, appropriate to the aircraft category and class for which the course applies:
- (a) The applicable Federal Aviation Regulations for recreational pilot privileges, limitations, and flight operations, appropriate to the aircraft category and class rating for which the course applies;
- (b) Accident reporting requirements of the National Transportation Safety Board:
- (c) The applicable subjects in the "Airman's Information Manual" and the appropriate FAA advisory circulars;
- (d) The use of aeronautical charts for VFR navigation using pilotage with the aid of a magnetic compass;
- (e) The recognition of critical weather situations from the ground and in flight, windshear avoidance, and the procurement and use of aeronautical weather reports and forecasts;
- (f) The safe and efficient operation of aircraft, including collision avoidance, and recognition and avoidance of wake turbulence and windshear conditions;
- (g) The effects of density altitude on takeoff and climb performance;
- (h) Weight and balance computations;
- (i) Principles of aerodynamics, powerplants, and aircraft systems;
  (i) Stall awareness spin entry spin
- (j) Stall awareness, spin entry, spins, and spin recovery techniques, if applying for an airplane single engine rating; and
- (k) Aeronautical decision making and judgment;
- (I) Preflight action that includes—
  (1) How to obtain information on runway lengths at airports of intended use, data on takeoff and landing distances, weather reports and forecasts, and fuel requirements;
- (2) How to plan for alternatives if the planned flight cannot be completed; and
- (3) Proper planning procedures for possible traffic delays.
- 4. Flight training. (a) Each approved course must include at least 30 hours of flight training (of which 15 hours must be with an authorized flight instructor and 3 hours must be supervised PIC training), on the areas of operation listed in section 4.(c) of this appendix, that are appropriate to the aircraft category and class rating for which the course applies, and must include:
- (1) Except as provided in §61.100 of this chapter, 2 hours of flight training to