

B. TSA CLEARANCE & BACKGROUND CHECK CHECKLIST

PLEASE READ ALL THE WAY TO THE END OF THE PAGE BEFORE BEGINNING THIS PROCESS. IT IS EASY IF YOU JUST FOLLOW THE STEPS OUTLINED IN THIS GUIDE.

Wings of the Cascades Spirit Flight, Inc. welcomes applications from international flight students. We have a dedicated person to assist you with your questions. After you have looked at the online application and have questions, please feel free to contact us.

All foreign flight students are required to complete a Transportation Security Administration (TSA) background check prior to the start of any flight training toward an FAA Certificate.

PART 1 COMPLETE CANDIDATE INFORMATION

1. Go to the TSA/AFSP website and set up new account.
2. Know the dates of the training duration.
3. Pay \$100 processing fee on the TSA/AFSP website.
4. Submit a copy of the valid passport with the application.

PART 2 PROVIDE TRAINING DETAILS

PART 2 STEP 8 REQUEST CATEGORY 3

PART 2 STEP 9 SUBMIT DOCUMENTS TO TSA

PART 2 VERIFICATION OF TRAINING REQUEST BY THE FLIGHT SCHOOL

PART 2 PAYMENT TO TSA

1. Once your flight school has verified your training you will receive email instruction how to pay the \$130 processing fee for each of your training requests.

PART 2 FINGERPRINTS

1. After the TSA application is paid for each training request, you will be told to get fingerprinted. A very explicit email will explain the correct process. **Do not proceed with fingerprinting until you have received the email.**

PART 2 DOCUMENTATION ACCEPTED

1. Approval of background check and fingerprinting must be completed and is then sent to the school and to you by email.

PART 2 FINAL APPROVAL GRANTED

1. Training must commence within 180 days of training approval and finish within 365 days.