



CAP Form 5 Flight Check Guide

A Resource for CAP Pilots

Preparing for the Flight Check

1. Your CAPF 5 oral evaluation will be based mainly on the following **regulations**, so you should refresh your knowledge of them before the flight check.
 - Parts 61 and 91 of the Federal Aviation Regulations
 - Aeronautical Information Manual
 - POH or AFM for the aircraft to be used for the flight check
 - CAPR 60-1, *CAP Flight Management* (which can be found on the National Headquarters Indexes, Regulations & Manuals page at http://level2.cap.gov/visitors/member_services/publications/indexes_regulations_and_manuals.cfm), and its Texas Wing supplement (which can be found on the Texas Wing website at <http://admin.txwgcap.org/regulations.htm>)
 - CAPP 52-7, *Cadet Orientation Flight Syllabus*, and its Texas Wing supplement, if you are or wish to become a Cadet Orientation Pilot (requires at least 200 hours PIC) (both publications can be found at the National Headquarters and Texas Wing links above)
2. For an initial or annual CAPF 5 flight check, take and pass the current online **CAPR 60-1 Form 5 Annual Examination—Powered**, at <https://tests.cap.af.mil/ops/tests/default.cfm?grp=dov>. This is a 21-question, open-book test. You must complete it not more than 90 days before your flight check. Print the completion certificate and bring it with you to the flight check. This examination is not required if you have a current CAPF 5 and are simply adding a new aircraft qualification.
3. If you are or wish to become a Cadet Orientation Pilot, also take and pass the current online **Cadet Orientation Pilot Quiz**, either with or without ROTC. This is also an open-book test and can be found by following the link above. Print the completion certificate and bring it with you to the flight check.
4. Complete an **Airplane Questionnaire** (Attachment 3 to CAPR 60-1, or download from the National Headquarters forms page, http://level2.cap.gov/visitors/member_services/publications/forms_pdf.cfm) for the aircraft to be used. If you are taking an Annual CAPF 5 flight check and you have previously qualified in more than one type of aircraft, *you should complete a questionnaire for each aircraft type in which you are qualified*, even though you are only required to fly an aircraft from the highest aircraft group (Table 3-1 in CAPR 60-1) in which you are qualified.
5. If this is your first CAPF 5 flight check, complete a **Statement of Understanding** (Attachment 1 to CAPR 60-1). You need to do this only once.
6. Download and print a **CAP Form 5**. You can find this at the National Headquarters forms page (link above). *This two-page form is required to be printed double-sided on a single piece of paper*. Fill out the top of the form.

7. Review the **CAPF 5, Attachment 5 to CAPR 60-1**, and the current **FAA Private Pilot Practical Test Standards** for the class of airplane to be used. If you are instrument rated and plan to seek instrument privileges in CAP aircraft, you should also review the current **FAA Instrument Rating Practical Test Standards**. These documents will tell you how the flight check will be performed and what maneuvers you may be required to demonstrate. If you are not sure how to perform a maneuver, consult a publication such as the FAA's *Airplane Flying Handbook* or *Flight Training Handbook*, Gleim's *Private Pilot Flight Maneuvers*, or ASA's *Visualized Flight Maneuvers for High-Wing Aircraft*.
8. **Practice** the required maneuvers in the aircraft before your flight check! Almost all CAPF 5 failures are by pilots who are not proficient because they haven't practiced recently. If you are over-prepared, you will find passing your flight check quite easy. You can fly with any CAP Instructor (whether or not he or she is a check pilot) or even another non-instructor member who holds a current CAPF 5 and can act as the CAP PIC. If you are seeking instrument privileges, be sure to include instrument approaches and holding procedures in your practice.
9. **Schedule** the flight check with a CAP Check Pilot. Be sure to schedule the aircraft as well in CAPERS. The oral examination will normally last an hour or less. Allow about 1.5 hours for a normal flight check, 2.0 hours for a flight check with instrument or cadet orientation pilot privileges, and 2.2 hours with both. Discuss any questions you have about the flight check with the check pilot before the day of the flight. Ask what the flight profile will be. Most check pilots will be happy to allow you to plan the flight profile if you want. Ask if the check pilot wants you to prepare a weight and balance calculation, and if so, what passenger and baggage weights to use.

Taking the Flight Check

1. **Bring** the following items with you to the flight check:
 - FAR/AIM
 - POH, AFM or Information Manual for the aircraft being used
 - Copy of the current CAPR 60-1 & Wing supplement
 - Copy of CAPP 52-7 & Wing supplement, if applicable
 - Completion certificate from CAPR 60-1 Form 5 annual examination
 - Completion certificate from Cadet Orientation Pilot Quiz, if applicable
 - Completed Airplane Questionnaire(s)
 - Signed Statement of Understanding, if applicable
 - CAP Form 5 with top portion filled out
 - Aircraft weight and balance calculation, if applicable
 - Pilot certificate
 - Current medical certificate
 - Pilot logbook (to prove currency)
 - Your CAP ID
 - Headset
 - Current Sectional or Terminal Area Chart for the local area
 - Current Airport/Facility Directory for the local area
 - Current instrument low-level enroute and approach charts for the local area (instrument pilots only)
 - View-limiting device (whether or not you are instrument rated)
 - A check for payment of the aircraft hourly fee
 - A check, credit card or cash to pay for fuel

2. **Do** the following before the actual flight:
 - Verify maintenance status of the airplane – ensure it is legal to fly
 - Review airplane discrepancy list
 - Get a pre-flight briefing, including NOTAMs and TFRs, for a 25 mile radius of your departure airport
 - Obtain a CAP flight release (*required even if using a member-furnished aircraft*)
3. You must wear an authorized **CAP flying uniform** (flight suit, BDUs, navy golf shirt with gray trousers, or white aviator shirt with gray trousers), *even if you are taking the flight check in a member-furnished aircraft.*
4. You must demonstrate **currency under FAR 61.56 to act as pilot in command**, including a current flight review and three takeoffs and landings within the preceding 90 days. If you are instrument rated and seeking instrument privileges, you must also be instrument current (that is, have logged six approaches, holding procedures, and intercepting and tracking navigation aids within the last six months). If you are seeking qualification in a high performance aircraft--for example, a Cessna 182--you must already have a High-Performance endorsement (or bring proof of prior experience if exempt), and have at least 100 hours total PIC including 10 hours PIC and 25 takeoffs and landings in a high-performance aircraft.
5. The CAPF 5 flight check **does not constitute a Flight Review or an Instrument Proficiency Check** under the FARs unless you have made prior arrangements for these with your check pilot.
6. **You, not the check pilot, are the pilot-in-command** during the flight test. So, act like it! Perform a thorough pre-flight. Plan how you want to fly the profile. Brief the check pilot as if he or she was a passenger, as required by CAPR 60-1. Include in your briefing a procedure for positive exchange of the controls. Use the checklist. Clear the area before maneuvers, and scan constantly for traffic. Treat a simulated emergency as if it was an actual emergency, and do what you would do in that case (or tell the check pilot what you would do, if applicable). Be flexible and be prepared for changes! Remember that part of what the check pilot is evaluating is your judgment and aeronautical decision-making skills.
7. You will be evaluated according to the **current Private Pilot Practical Test Standards** and, if applicable, the current Instrument Pilot PTS, as they relate to the maneuvers required on CAPF 5. (If you hold a Commercial certificate and plan to exercise its privileges in CAP flying, you must perform the CAPF 5 maneuvers to Commercial PTS standards where they apply.) As on an FAA check ride, your satisfactory performance is based on your ability to perform the maneuvers according to the PTS, demonstrate mastery of the aircraft with the successful outcome of each task never seriously in doubt, and demonstrate sound judgment. Grounds for failure of the flight check include any action or inaction by you that requires corrective intervention by the check pilot to maintain safe or legal flight, consistently exceeding PTS tolerances, or failure to take prompt corrective action when tolerances are exceeded. This means that if you realize you've made a mistake and promptly correct it, you do not necessarily fail the flight check, unless this happens repeatedly.
8. Once the flight check begins (usually with the oral examination), **the only possible outcomes are a pass or a failure.** The check pilot is not permitted to give instruction during the check on any deficient areas. You are not allowed to practice a maneuver

before it is evaluated, or to repeat a maneuver if it exceeds PTS tolerances, unless in the check pilot's opinion there is good reason to do so in the interest of fairness. (Do your practicing before the day of the flight check!) Also note that the scope of the flight check cannot be reduced once the flight check begins. This means, for example, that if you are seeking instrument privileges and fail only one or more of the instrument flight tasks on the CAPF 5, *the entire flight check is failed*.

After the Flight Check

1. Be sure to **retain the original CAPF 5**. Have it signed by your unit's Operations Officer. Keep the signed original in your personal records, give a copy to your unit for your pilot records file (together with copies of your pilot certificate, medical certificate, and Statement of Understanding), and make a second copy to keep in your flight bag when you're flying a CAP aircraft.
2. **Update your pilot data in MIMS** under the "CAP Airplane Pilot" qualification. Note that there may be multiple tasks that you need to update. For example, if this was your initial CAPF 5 check ride, you will need to update the "CAP Airplane Questionnaire", "Statement of Understanding", "CAPF 5 Airplane Annual" *and* "CAPF 5 Airplane Initial" steps.
3. **Fly regularly!** There is no substitute for regular flying to help maintain proficiency. If you are SAR/DR Mission Pilot qualified, CAPR 60-1 allows you four hours of non-funded (but tax-deductible) proficiency flying per month, using the profiles in CAPR 60-1. Fly with someone else and critique each other. And fly occasionally with a CAP instructor who will help you solidify and expand your skills.

The Civil Air Patrol Standardization/Evaluation Program is designed to ensure your safety, the safety of our cadets, customers and other passengers whom you might carry, and the integrity of our entire program. "Standardization" is the most important part. If you always strive to maintain the highest personal standards of professionalism and safety in your flying, your annual flight check will only serve as proof of that fact.

Have a great check ride!

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