

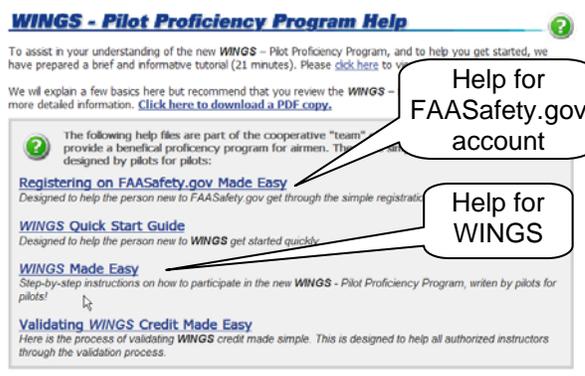
WINGS Made Easy for Participants

This document will show you how to start your participation in the FAA WINGS Pilot Proficiency Program.

The very first step is to create an account on the FAASafety.gov website. With this account, you give the FAA an email address that is used to track all of your FAASafety.gov and WINGS information. Once your account is established, you create your WINGS Airman Profile. Then you start participating in the WINGS program.

Part I – Finding FAASafety.gov and WINGS Help Documents

There are Help Documents available on the FAASafety.gov website to help you through the processes of creating an account, airman's profile and participating in the WINGS Program.

<ol style="list-style-type: none"> 1. Open your Internet Browser. 2. Type FAASafety.gov into your browser's address bar. 3. Hit Enter. 	
<ol style="list-style-type: none"> 4. Click on the WINGS Pilot Proficiency Program button on the left hand side of the screen. 5. Once the sub-menus open up, click on WINGS Help. 	
<ol style="list-style-type: none"> 6. Click on the Registering on FAASafety.gov Made Easy link to open a document that will show how to create your FAASafety.gov account. 7. Click on the WINGS Made Easy link to open a document that will show how to set up your Airman's profile and use the WINGS website. 	

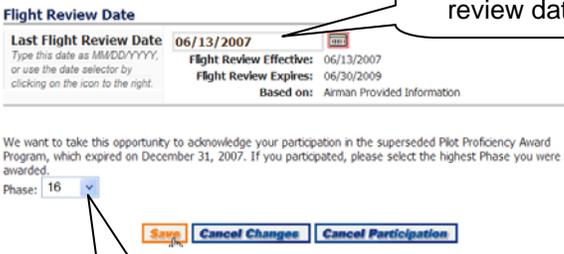
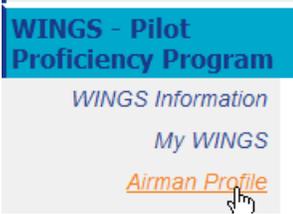
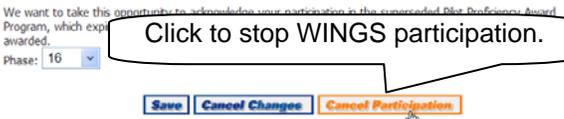
WINGS Made Easy for Participants

Part II – Creating your WINGS Airman Profile

If you have already created your Airman Profile, go to Part III.

<p>After you have created your FAAsafety.gov account:</p> <ol style="list-style-type: none"> 1. Login to the FAAsafety.gov website by entering your FAA email address. 2. Enter your password. 3. Click the Login arrow. 	
<ol style="list-style-type: none"> 4. Click on WINGS – Pilot Proficiency Program located on the left side of the screen. 5. Click on the WINGS Information link. 	
<ol style="list-style-type: none"> 6. Click on the “Begin Participation Now” to start creating your Airman Profile. <p>Note: Your profile is used to determine what types of options you have for meeting the WINGS Credit requirements.</p> <p>Note: Once you have created your Airman Profile, you will see “Airman Profile” as a sub-menu choice under the WINGS-Pilot Proficiency Program button on the left side of the screen.</p>	
<ol style="list-style-type: none"> 7. Select the appropriate Certificates and Aircraft Categories and Classes that you will use for completing your WINGS credit. <p>Note: The WINGS website gives some examples of how to choose categories and certificates when you have multiple ratings or certificates.</p>	

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<p>8. Fill in your last Flight Review or last WINGS certificate date. You can always come back to this field later.</p> <p>9. If you participated in the superseded WINGS program, select the highest phase level you achieved. You can always come back to this field later.</p> <p>10. Click Save to save the data. The system will take you to the My WINGS page.</p> <p>Note: <i>completing the BASIC level to Private Pilot Test Standards qualifies for a Flight Review. Sport and Recreational Pilots complete the BASIC level to their respective PTS standards for their Flight Review.</i></p>	 <p style="text-align: center;">Fill in last flight review date.</p> <p style="text-align: center;">Select superseded WINGS program level.</p>
<p>11. If you have already created your WINGS profile and you have changes, click on the Airman Profile link.</p> <p>12. Make the necessary changes to your profile as shown in Steps 7-10.</p>	
<p>13. If you decide to not participate in the program, go to the Airman Profile page, click on the Cancel Participation button and follow the rest of the instructions.</p>	 <p style="text-align: center;">Click to stop WINGS participation.</p>

Go to the next page to see how to work with your **My WINGS** webpage.

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Part III – Using the *My WINGS* Page

1. Select **My WINGS** to reach the page with **Your WINGS - Pilot Proficiency Program Progress** charts.

Note: if you do not see “My WINGS”, click on the blue **WINGS – Pilot Proficiency Program** button on the left side of the screen.

WINGS - Pilot Proficiency Program

[WINGS Information](#)

[My WINGS](#)

My WINGS - Pilot Proficiency Program

My WINGS page introduction

My WINGS Phase: None
Current Phase Expires: n/a
Flight Review Effective: 06/13/2007
Flight Review Expires: 06/30/2009
Based on: Airman Provided Information
Old WINGS Program: Phase 16

My WINGS Tools:
[To Get Started](#)
[Airman Profile](#)
[Activity Search and/or Validation](#)
[Activity History](#)
[Allow External WINGS Credit Review](#)
[WINGS Help](#)

Now you can easily manage and track your progress in the **WINGS - Pilot Proficiency Program** using **My WINGS**. For a detailed overview of how the program works, visit [WINGS Help](#), view our [online tutorial](#) or contact your local [FAA/STeam Representative](#).

My WINGS Tracking and Progress

BASIC Phase	
KNOWLEDGE	FLIGHT
KCB₁ - 1 credit View earned credits	FCB₁ - 1 credit View earned credits
KCB₂ - 1 credit View earned credits	FCB₂ - 1 credit View earned credits
KEB₁ - 1 credit View earned credits	FEB₁ - 1 credit View earned credits

ADVANCED Phase
MASTER Phase

Credit History Timeline
Because earned **WINGS** credits are only good for one year, the timeline below will help you track when your current credits expire. Move your mouse over the small blue rectangle in any month with data to see the details of the credits earned.

Your credit history from June 2007 to June 2008

JUN JUL AUG SEP OCT NOV DEC 2007 JAN FEB MAR APR MAY JUN 2008

WINGS and Flight Review Dates

Links to **My WINGS** Tools

My WINGS Tracking and Progress Grid
Clicking on the triangle (▲ or ▼) closes or opens the grid field.

My WINGS credit history time line provides an easy way to see what credits are expiring.

WINGS-Pilot Proficiency Program Credit Search

2. To find out what activity will meet the requirement for each WINGS credit of the WINGS Program, you click on the Binocular icon  located in the Progress chart. This will display the credits options which are valid for that particular WINGS requirement.

Note: Circle means Credit still needs to be earned;
Green Check shows that Credit is completed.
Multiple items may be completed for each credit.

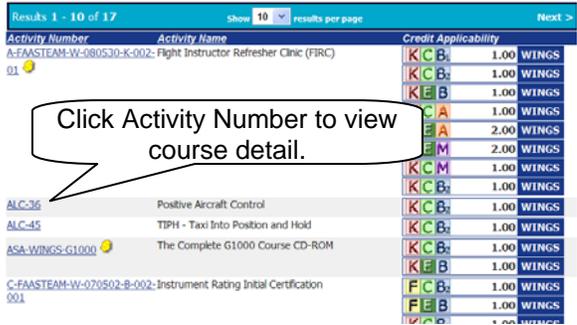
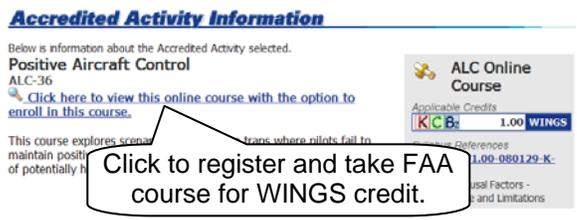
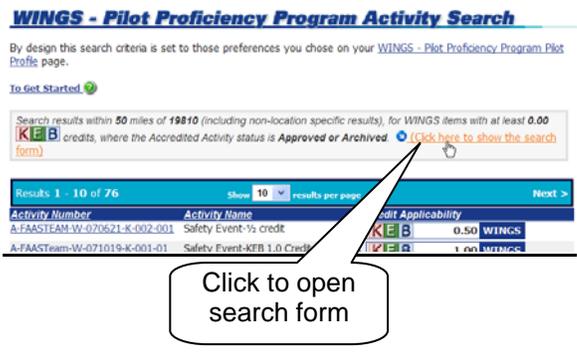
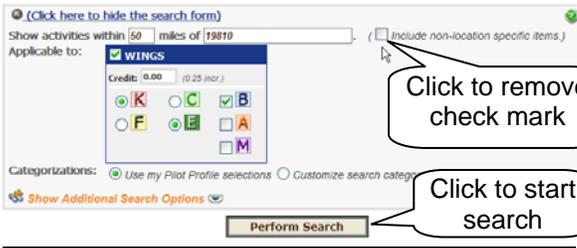
My WINGS Tracking and Progress

BASIC Phase	
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KEB₁ - 1 credit View earned credits	FEB₁ - 1 credit View earned credits

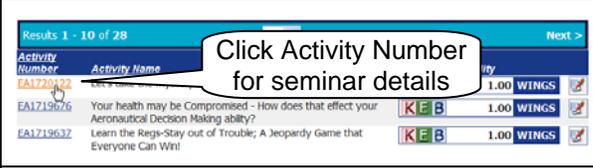
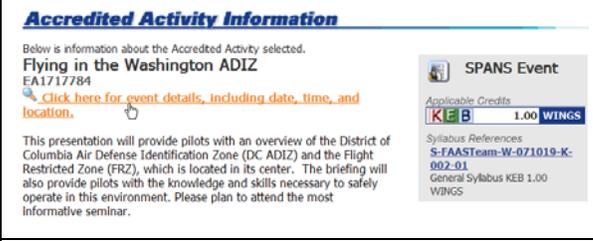
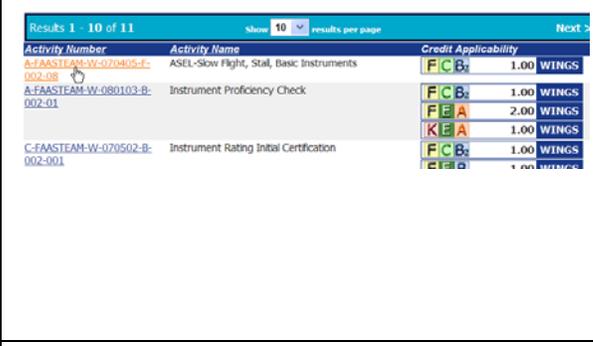
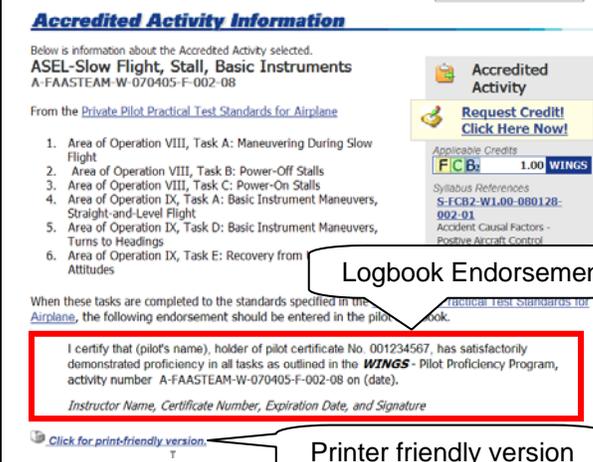
Find matching credits filling this requirement.

K = Knowledge **F** = Flight
C = Core Credit **E** = Elective Credit
B₁ = Basic 1 (one) **B₂** = Basic 2 (two)
B = Basic

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<p>3. Click Activity Number to view course detail.</p> <p>Note: There may be a cost associated with activities offered by non-FAA training providers. This is indicated by the dollar sign symbol 💰.</p> <p>Some activities may meet more than one WINGS credit requirement.</p> <p>Activities may have differing credit values ranging from 0.25 up to 2.00 credits.</p>	 <p>Results 1 - 10 of 17</p> <table border="1"> <thead> <tr> <th>Activity Number</th> <th>Activity Name</th> <th>Credit Applicability</th> </tr> </thead> <tbody> <tr> <td>A-FAAsteam-W-080530-K-002-01</td> <td>Flight Instructor Refresher Clinic (FIRC)</td> <td>K C B: 1.00 WINGS K C B: 1.00 WINGS K E B: 1.00 WINGS C A: 1.00 WINGS A: 2.00 WINGS F M: 2.00 WINGS K C M: 1.00 WINGS K C B: 1.00 WINGS</td> </tr> <tr> <td>ALC-36</td> <td>Positive Aircraft Control</td> <td>K C B: 1.00 WINGS</td> </tr> <tr> <td>ALC-45</td> <td>TIPH - Taxi Into Position and Hold</td> <td>K C B: 1.00 WINGS</td> </tr> <tr> <td>ASA-WINGS-G1000</td> <td>The Complete G1000 Course CD-ROM</td> <td>K C B: 1.00 WINGS K C B: 1.00 WINGS</td> </tr> <tr> <td>C-FAAsteam-W-070502-B-002-001</td> <td>Instrument Rating Initial Certification</td> <td>F C B: 1.00 WINGS F E B: 1.00 WINGS</td> </tr> </tbody> </table> <p>Click Activity Number to view course detail.</p>	Activity Number	Activity Name	Credit Applicability	A-FAAsteam-W-080530-K-002-01	Flight Instructor Refresher Clinic (FIRC)	K C B: 1.00 WINGS K C B: 1.00 WINGS K E B: 1.00 WINGS C A: 1.00 WINGS A: 2.00 WINGS F M: 2.00 WINGS K C M: 1.00 WINGS K C B: 1.00 WINGS	ALC-36	Positive Aircraft Control	K C B: 1.00 WINGS	ALC-45	TIPH - Taxi Into Position and Hold	K C B: 1.00 WINGS	ASA-WINGS-G1000	The Complete G1000 Course CD-ROM	K C B: 1.00 WINGS K C B: 1.00 WINGS	C-FAAsteam-W-070502-B-002-001	Instrument Rating Initial Certification	F C B: 1.00 WINGS F E B: 1.00 WINGS
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<p>Taking an FAA Online Course for Credit</p> <p>4. Click on “Click here to view this online course with option to enroll...” to preview or register for an FAA Learning Center online course.</p>	 <p>Accredited Activity Information</p> <p>Below is information about the Accredited Activity selected.</p> <p>Positive Aircraft Control ALC-36</p> <p>Click here to view this online course with the option to enroll in this course.</p> <p>Applicable Credits: K C B: 1.00 WINGS</p> <p>Click to register and take FAA course for WINGS credit.</p>																		
<p>5. Click on the “Click here to enroll for the course now!” link.</p> <p>Note: you must enroll for the Learning Center Courses to be able to take the test and get WINGS credit for taking the course.</p>	 <p>Learning Center Courses</p> <p>Positive Aircraft Control</p> <p>Course Chapter Navigation: Intro 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 Review</p> <p>You are currently PREVIEWING this Online Course. You may NOT take a course exam until you enroll for the course. Click here to enroll for this course now!</p> <p>Click to register for the course.</p>																		
<p>Attending a Safety Seminar for Credit</p> <p>Note: Steps 6-13 illustrate the easiest way to find a local, “live” FAAsteam sponsored safety seminar. This illustration shows how to eliminate all of the “on-line”, non-location specific activities.</p> <p>6. Click on the Binocular icon  located in the Progress chart to open the Activity Search</p> <p>7. Just above the search results header, click on “(Click here to show the search form.)”</p>	 <p>WINGS - Pilot Proficiency Program Activity Search</p> <p>By design this search criteria is set to those preferences you chose on your WINGS - Pilot Proficiency Program Pilot Profile page.</p> <p>To Get Started</p> <p>Search results within 50 miles of 19810 (including non-location specific results), for WINGS items with at least 0.00 [K] [E] [B] credits, where the Accredited Activity status is Approved or Archived. Click here to show the search form.</p> <p>Results: 1 - 10 of 76</p> <table border="1"> <thead> <tr> <th>Activity Number</th> <th>Activity Name</th> <th>Credit Applicability</th> </tr> </thead> <tbody> <tr> <td>A-FAAsteam-W-070521-K-002-001</td> <td>Safety Event-1s credit</td> <td>K E B: 0.50 WINGS</td> </tr> <tr> <td>A-FAAsteam-W-071018-K-001-01</td> <td>Safety Event-KFB 1.0 Credit</td> <td>K E B: 1.00 WINGS</td> </tr> </tbody> </table> <p>Click to open search form</p>	Activity Number	Activity Name	Credit Applicability	A-FAAsteam-W-070521-K-002-001	Safety Event-1s credit	K E B: 0.50 WINGS	A-FAAsteam-W-071018-K-001-01	Safety Event-KFB 1.0 Credit	K E B: 1.00 WINGS									
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<p>8. Click to uncheck the Include non-location specific items box.</p> <p>9. Click the Perform Search button.</p>	 <p>(Click here to hide the search form)</p> <p>Show activities within 50 miles of 19810 <input type="checkbox"/> Include non-location specific items.)</p> <p>Applicable to: <input checked="" type="checkbox"/> WINGS</p> <p>Credit: 0.00 (0.25 min.)</p> <p><input checked="" type="checkbox"/> K <input type="checkbox"/> C <input checked="" type="checkbox"/> B <input type="checkbox"/> F <input checked="" type="checkbox"/> E <input type="checkbox"/> A <input type="checkbox"/> M</p> <p>Categorizations: <input checked="" type="radio"/> Use my Pilot Profile selections <input type="radio"/> Customize search category</p> <p>Show Additional Search Options</p> <p>Perform Search</p> <p>Click to remove check mark</p> <p>Click to start search</p>																		

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<p>Note: Initial search results show the oldest, past seminars first. For example, all of the Eastern Region seminars are a nine character number starting with "EA".</p> <p>10. Click on the Activity Number header to reverse sort the list to put future seminars at the top.</p>	
<p>11. Click on the Activity Number to get details for a Safety Seminar.</p>	
<p>12. Click on the "Click here for even details..." link to find out when and where the seminar is being held.</p> <p>13. Click on the link within the seminar document to register to attend the seminar.</p>	
<p>Flight Credits</p> <p>Note: Actual flights for WINGS credit can be combined. The key is that you perform the required activities to the appropriate Pilot Test Standards. Printing the details for the flights you plan to use for each of the three Flight credits, so you and your instructor can plan your flight activity will save you time.</p> <p>14. Click Activity Number to view flight detail.</p>	
<p>Note: All of the WINGS Flight Activities have a page that the Participant should print and take with them when they go for their flight training.</p> <p>The FAA's recommended logbook entry is also shown on this page. You will need this for your instructor.</p> <p>The Accredited Activity Course Number is shown under the flight activity name.</p> <p>The Accredited Activity Course Number is also shown on the SPANS notice for a Safety Seminar or a Certificate that may be awarded for attending other training.</p>	

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<p><u>View My WINGS Credit History</u></p> <p>15. You can quickly view your WINGS credit history from the My WINGS page.</p> <p>16. If you would like to view or print the past two year historical WINGS activity, click on the “View My Accredited Activity History” located on the right hand side of the screen.</p>	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;"><u>My WINGS - Pilot Proficiency</u></p> <hr/> <p>My WINGS Phase: None Current Phase Expires: n/a</p> <hr/> <p>Flight Review Effective: n/a Flight Review Expires: n/a Based on: n/a</p> <hr/> <p>Old WINGS Program: Update or I didn't participate.</p> </div> <p>My WINGS Tools:</p> <ul style="list-style-type: none"> To Get Started Airman Profile Activity Search and/or Validation Activity History Click to see two years credit history Allow External WINGS Credit Review WINGS Help 																
<p>17. If you want to print your Activity History, click on the View printer friendly... link.</p>	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;"><u>Accredited Activity History</u></p> <p>This page shows your Accredited Activity history. View the sections for View print-friendly version of this page. Click to print</p> <p style="color: red; font-size: 0.8em;">Pending Accredited Activities waiting validation</p> <div style="border: 1px solid gray; padding: 2px; text-align: center; font-size: 0.8em;">No records were found.</div> <p style="color: red; font-size: 0.8em;">Previously validated Accredited Activity validation requests (past 2 years)</p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 0.8em;"> <thead> <tr style="background-color: #003366; color: white;"> <th>Accredited Activity</th> <th>Completion Date</th> <th>Validator</th> <th>Earned Credits</th> </tr> </thead> <tbody> <tr> <td>A-FAASTeam.W-071019-K-001-01 Safety Event-KEB 1.0 Credit-Adjustment</td> <td>5/30/2007</td> <td>Eileen landola</td> <td style="text-align: center;">K E B 1.00 WINGS</td> </tr> <tr> <td>EA1215779 The New Wings Program- an opportunity to excel.</td> <td>8/22/2007</td> <td>[FAASafety.gov]</td> <td style="text-align: center;">K E B 1.00 WINGS</td> </tr> <tr> <td>EA1215734 The new Wings program- an opportunity to excel.</td> <td>8/23/2007</td> <td>[FAASafety.gov]</td> <td style="text-align: center;">K E B 1.00 WINGS</td> </tr> </tbody> </table> </div>	Accredited Activity	Completion Date	Validator	Earned Credits	A-FAASTeam.W-071019-K-001-01 Safety Event-KEB 1.0 Credit-Adjustment	5/30/2007	Eileen landola	K E B 1.00 WINGS	EA1215779 The New Wings Program- an opportunity to excel.	8/22/2007	[FAASafety.gov]	K E B 1.00 WINGS	EA1215734 The new Wings program- an opportunity to excel.	8/23/2007	[FAASafety.gov]	K E B 1.00 WINGS
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<p><u>Allow External WINGS Credit Review</u></p> <p>You may want to allow others, such as your insurance underwriter, to review your participation in the WINGS – Pilot Proficiency Program.</p> <p>18. Click on the “Allow External WINGS Credit Review” located on the right side of the screen.</p>	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center;"><u>My WINGS - Pilot Proficiency Program</u></p> <hr/> <p>My WINGS Phase: None Current Phase Expires: n/a</p> <hr/> <p>Flight Review Effective: 06/13/2007 Flight Review Expires: 06/30/2009 Based on: Airman Provided Information</p> <hr/> <p>Old WINGS Program: Phase 16</p> </div> <p>My WINGS Tools:</p> <ul style="list-style-type: none"> To Get Started Airman Profile Activity Search and/or Validation Activity History Allow External WINGS Credit Review WINGS Help 																

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<p>19. Enter the Email Address of the person you desire to review your information and any reference number that will help them identify you.</p> <p>20. Enter the Reference Number.</p> <p><i>Note: you have the option of sending a link to view the data on line and/or sending them your entire transcript.</i></p> <p>21. Click the Preview button. Number.</p>	
<p>22. Preview the email that will be sent.</p> <p>23. Click the Submit button.</p>	

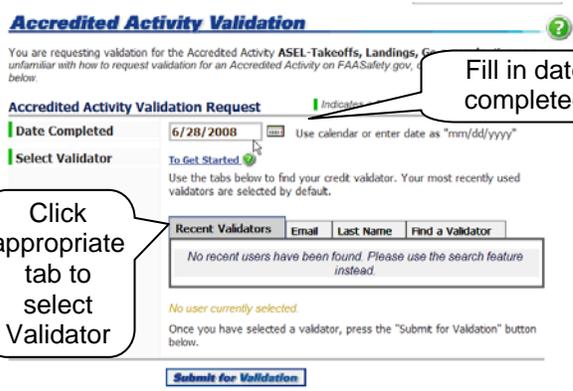
Part IV – Requesting Credit Validation

Normally, if you attend a FAASTeam sponsored safety seminar and sign in on the attendance sheet, you will automatically receive WINGS credit for the activity. If you do not see the credit in your WINGS Tracking Chart several days after the event, you should also request activity credit validation. If you attend seminars or WINGS qualifying training provided by the FAA's training partners, you may need to request credit. Check with the training partner to determine if you need credit. If you have to request credit validation for a seminar, follow the instructions for flight activity validation.

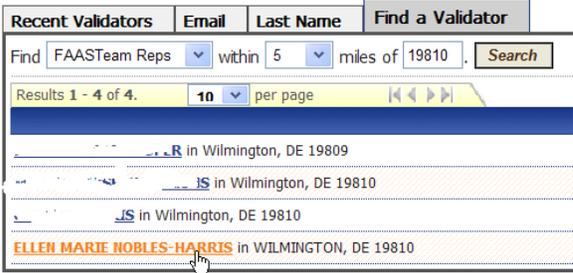
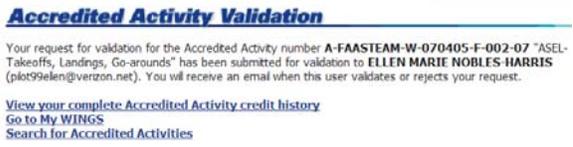
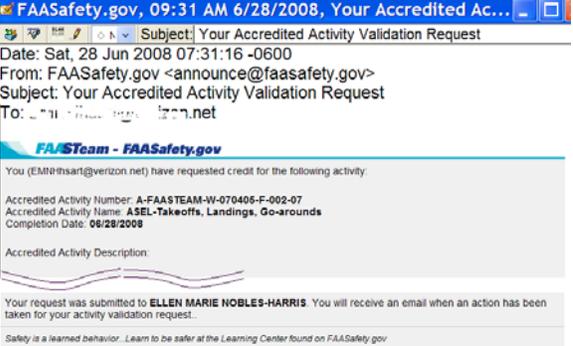
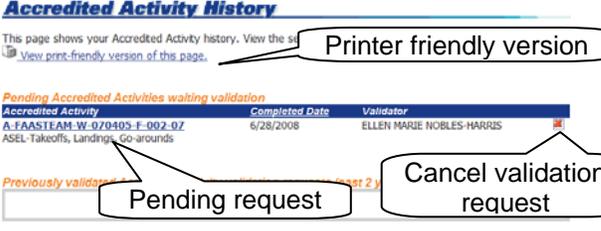
You will need to request flight activity credit validation. Your flight instructor or FAASTeam Representative will only be able to validate the credit for you after your request is received.

<p>Requesting Flight Activity Validation</p> <p>Starting from your My WINGS page.</p> <p>1. Click on the binoculars for the flight activity completed. This example will use the "Flight Core Basic 1" activity.</p>	
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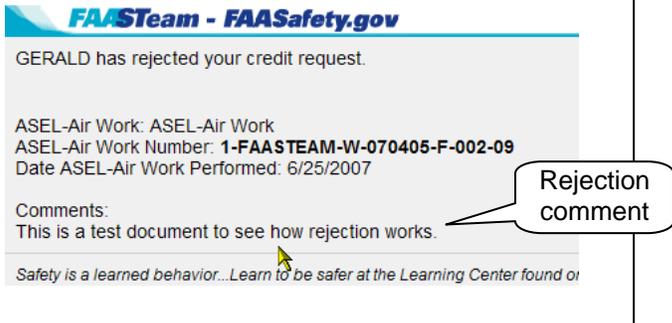
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<p>2. Locate the Flight Activity that you completed.</p> <p>3. Click on the Activity Number.</p>	 <p>WINGS - Pilot Proficiency Program Activity Search</p> <p>By design this search criteria is set to those preferences you chose on your WINGS - Pilot Proficiency Program Pilot Profile page.</p> <p>To Get Started</p> <p>Search results within 50 miles of <input type="text"/> (results), for WINGS items with at least 0.00 <input type="text"/> credits, where the Account is <input type="text"/> archived. (Click here to show the search form)</p> <p>Results 1 - 6 of 6 <input type="text"/> Show 10 results per page</p> <table border="1"> <thead> <tr> <th>Activity Number</th> <th>Activity Name</th> <th>Credit Applicability</th> </tr> </thead> <tbody> <tr> <td>A-FAASTEAM-W-071102-A-002-07</td> <td>ASEL-Takeoffs, Landings, Go-arounds</td> <td>F C B: 1.00 WINGS</td> </tr> <tr> <td>C-FAASTEAM-W-071102-B-002-01</td> <td>Commercial Pilot Initial Certification</td> <td>K E B: 1.00 WINGS K C B: 1.00 WINGS K C I A: 1.00 WINGS</td> </tr> </tbody> </table>	Activity Number	Activity Name	Credit Applicability	A-FAASTEAM-W-071102-A-002-07	ASEL-Takeoffs, Landings, Go-arounds	F C B: 1.00 WINGS	C-FAASTEAM-W-071102-B-002-01	Commercial Pilot Initial Certification	K E B: 1.00 WINGS K C B: 1.00 WINGS K C I A: 1.00 WINGS
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A-FAASTEAM-W-071102-A-002-07	ASEL-Takeoffs, Landings, Go-arounds	F C B: 1.00 WINGS								
C-FAASTEAM-W-071102-B-002-01	Commercial Pilot Initial Certification	K E B: 1.00 WINGS K C B: 1.00 WINGS K C I A: 1.00 WINGS								
<p>4. To request credit for the activity, single click on the “Request Credit for this Accredited Activity now!” link.</p>	 <p>Accredited Activity Information</p> <p>Below is information about the Accredited Activity selected: ASEL-Takeoffs, Landings, Go-arounds A-FAASTEAM-W-070405-F-002-07</p> <p>From the Private Pilot Practical Test Standards for Airplane</p> <ol style="list-style-type: none"> Area of Operation IV, Task A: Normal and Crosswind Takeoff and Climb Area of Operation IV, Task B: Normal and Crosswind Approach and Landing Area of Operation IV, Task D: Soft-Field Approach and Landing Area of Operation IV, Task F: Short-field Approach and Landing Area of Operation IV, Task L: Go-Around/Rejected Landing <p>Applicable Credits: F C B: 1.00 WINGS</p> <p>Syllabus References: S-F C B: W1.00-080123-002-BJ Primary Accident Causal Factors - Category/Class Specific:</p> <p>When these tasks are completed to the standards specified in the Private Pilot Practical Test Standards for Airplane, the following endorsement should be entered in the pilot's logbook.</p> <p>I certify that (pilot's name), holder of pilot certificate No. 001234567, has satisfactorily demonstrated proficiency in all tasks as outlined in the WINGS - Pilot Proficiency Program, activity number A-FAASTEAM-W-070405-F-002-07 on (date).</p> <p><i>Instructor Name, Certificate Number, Expiration Date, and Signature</i></p> <p>Click for print-friendly version.</p>									
<p>5. Accredited Activity Validation Request form shown to the right.</p> <p>6. Fill in the Date Activity Requirements Completed.</p> <p><i>Note: Selecting a Validator from the Recent Validators, Email and Last Name tabs is self-explanatory. These instructions will show how to use the Find a Validator search.</i></p>	 <p>Accredited Activity Validation Request</p> <p>You are requesting validation for the Accredited Activity ASEL-Takeoffs, Landings, Go-arounds on FAASafety.gov, which may be unfamiliar with how to request validation for an Accredited Activity on FAASafety.gov, click here for more information.</p> <p>Accredited Activity Validation Request ✔ Indicates a Required Field, ✘ Indicates an Error</p> <p>Date Completed <input type="text" value="6/28/2008"/> Use calendar or enter date as "mm/dd/yyyy"</p> <p>Select Validator To Get Started</p> <p>Use the tabs below to find your credit validator. Your most recently used validators are selected by default.</p> <p>Recent Validators Email Last Name Find a Validator</p> <p>No recent users have been found. Please use the search feature instead.</p> <p>No user currently selected.</p> <p>Once you have selected a validator, press the "Submit for Validation" button below.</p> <p>Submit for Validation</p>									
<p>7. Click on the Search for Validators tab.</p> <p>8. Select the Title for whom you are searching from the drop down list.</p> <p>9. Set the Miles from your zip code.</p> <p>10. Fill in your Zip Code.</p> <p>11. Click on Search.</p>	 <p>Accredited Activity Validation Request ✔ Indicates a Required Field, ✘ Indicates an Error</p> <p>Date Completed <input type="text"/> Use calendar or enter date as "mm/dd/yyyy"</p> <p>Select Validator To Get Started</p> <p>Use the tabs below to find your credit validator. Your most recently used validators are selected by default.</p> <p>Recent Validators Email Last Name Find a Validator</p> <p>Find <input type="text" value="CFIs"/> within <input type="text" value="5"/> miles of <input type="text" value="19810"/> Search</p> <p>CFIs FAASafety Reps FAASafety FPMs</p> <p>No user currently selected.</p>									

WINGS Made Easy for Participants

<p>12. Scroll through the list to find your CFI's, FAASTeam Representative's or FAASTeam Field Program Manager's name.</p> <p>13. Single click on the appropriate name.</p> <p>Note: <i>The list is sorted alphabetical by last name.</i></p>	
<p>14. After you have selected the name from the Recent Validators, Email, Last Name, or Find a Validator tab, you will see the name below the search box.</p> <p>15. Click the Submit for Validation button.</p>	
<p>16. You will see a screen indicating that your Credit Request was sent.</p>	
<p>17. You will receive an email from FAAsafety.gov indicating that your request for credit has been submitted.</p>	
<p>18. You can check the progress of your activity validation by clicking Activity History (Part III, Steps 15-16).</p> <p>19. You can get a print friendly version to print.</p> <p>20. You can also cancel your validation request by clicking on the red 'X' to the right of the pending request.</p>	
<p>After your WINGS Activity has been validated, you will see the following:</p>	

WINGS Made Easy for Participants

<p>21. You will receive an email from FAASafety.gov indicating that your request for credit has been approved or rejected.</p>	
<p>22. Once your activity credit has been validated, you will see a green check beside the credit in your My WINGS Tracking and Progress chart.</p> <p>23. If you click on View earned credits, a separate window will open that lists the credits earned.</p>	
<p>If your WINGS Activity is rejected by your Flight Instructor or the FAAS Team Representative, you will see the following email:</p> <p>24. The comment in the email will explain why you did not receive credit.</p> <p>25. Once you have resolved the reason for rejection, you will have to request credit again. Your original credit request does not remain in the CFI's or FAAS Team Representative's approval folder.</p>	

Part V – Congratulations, You Earned your WINGS!

<p>Once you have completed all six credits that you need for a WINGS phase, you have earned your WINGS!</p> <ol style="list-style-type: none"> 1. Click on Get Your Certificate! to get a printable certificate. 2. Clicking on Claim Your Rewards! will take you to a page with links to FAA partners who are providing WINGS pins. 	
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Acknowledgments:

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