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TAD-494.4 AC NO: 61-52A
DATE: 4/4/73



ADVISORY CIRCULAR

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

SUBJECT: FLIGHT INSTRUCTOR OF THE YEAR AWARD PROGRAM

1. **PURPOSE.** This advisory circular provides the details of the Flight Instructor of the Year Award Program. This program is a joint effort of the Federal Aviation Administration, AOPA Air Safety Foundation and the aviation community.
 2. **CANCELLATION.** Advisory Circular 61-52, dated August 24, 1972, is canceled.
 3. **BACKGROUND.** The Federal Aviation Administration and organizations of the aviation industry have established a Flight Instructor of the Year Award Program. This is projected to be an annual event.
 4. **OBJECTIVE OF AWARDS.** The Flight Instructor of the Year Award gives recognition to the flight instructor making outstanding contributions to air safety through flight instructing practices. The goals of this effort are to recognize the importance of the flight instructor, to maintain a close working relationship between the flight instructor and the Federal Aviation Administration and to emphasize the professionalism of the flight instructor in this vital safety role.
 5. **NUMBER OF AWARDS.**
 - a. **District Award.** Initial awards will be made at the local level, one in each of the General Aviation District Offices (GADO) and Flight Standards District Offices (FSDO). District winners become competitively eligible for FAA regional awards.
 - b. **Regional Awards.** Twelve regional awards will be made consisting of one award in each of the following regions: (1) Eastern, (2) Southern (includes Puerto Rico and the Virgin Islands), (3) Southwest, (4) Central, (5) Western, (6) Pacific (includes Asia, Guam, South Pacific), (7) Alaskan, (8) New England, (9) Great Lakes,
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(10) Northwest, (11) Rocky Mountain, and (12) European (includes Africa and Middle East). The regional winners are competitively eligible for the national award.

- c. National Award. There will be one national winner selected from the regional winners.

6. DESCRIPTION OF AWARDS.

- a. District Award. An FAA certificate inscribed with the Department of Transportation seal and citation, signed by the chief of the GADO/FSDO. In addition, each local winner will receive a metalized replica, wallet size, of his FAA flight instructor certificate.
- b. Regional Award. An FAA certificate inscribed with the Department of Transportation seal and citation, signed by the regional director and plasticized on a plaque.
- c. National Award. A trophy created for the agency engraved with the Department of Transportation seal and citation. In addition, the AOPA Air Safety Foundation will present the national winner with a one thousand dollar (\$1,000) cash honorarium.
- d. Other Awards. Various aviation organizations may present additional awards to the local, regional and national winners. These awards will be announced during the award ceremonies.

7. AWARD PRESENTATION.

- a. Local Awards. The local awards are presented in ceremonies scheduled by the local GADO/FSDO chief.
- b. Regional Awards. The regional awards are presented in ceremonies scheduled by the FAA regional offices.
- c. National Award. The national award will be presented in Washington, D. C. Travel costs for the national winner and the winner's immediate family will be paid by the AOPA Air Safety Foundation.
- d. The FAA does not pay travel or per diem costs for winners or their families. Travel arrangements for local and regional winners are made by the agency in conjunction with the aviation industry and the winners' sponsoring organization.
- e. See paragraph 11 for schedule.

8. AWARD GUIDELINE. These guidelines for the selection of winners have been established:
- a. Effectiveness.
 - (1) Instructing record.
 - (2) Safety record of instructor and students.
 - (3) Student instructor relationship.
 - (4) Professionalism as a teacher.
 - (5) The number of students successfully passing the flight test on the first attempt (past 24 months).
 - b. Initiative.
 - (1) Suggesting and/or implementing new ideas for training and safety.
 - (2) Self-improvement programs (acquiring new certificates, attending courses, clinics, seminars, etc.).
 - (3) Developing training aids and improving methods of presentations.
 - c. Fostering of Aviation.
 - (1) Promotion of interest in general aviation through contact with students and the public in general.
 - (2) Speaking to college, university, high school, civic club groups, etc.
 - d. Compliance with and Knowledge of the Federal Aviation Regulations.
 - (1) Attitude of instructor concerning compliance with FARs.
 - (2) Attitude of students as affected by instructor's ability.
 - (3) Knowledge of the national aviation system in general.
 - (4) Knowledge of FAR 1, 61 and 91 specifically.
9. ELIGIBILITY FOR CONSIDERATION.
- a. A student, pilot, supervisor or other knowledgeable person, or an eligible flight instructor himself, may submit an entry for consideration. Entries should be submitted to the FAA district office which serves the area in which the instructor is employed, using FAA Form 1210-5, ENTRY FOR FLIGHT INSTRUCTOR OF THE YEAR AWARD, three copies of which are attached to this circular. Additional copies of FAA Form 1210-5 may be obtained from your FAA district office, or you may use a facsimile which provides the information shown on the form.
 - b. Winners are selected without regard to race, color, creed, sex or national origin.
 - c. Flight instructors who hold a valid and current FAA Flight Instructor Certificate are eligible.

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- d. Employees of the Federal Aviation Administration and the AOPA Air Safety Foundation are not eligible.
- e. Entrants must be active flight instructors. An active flight instructor is defined as one who has trained ten successful students in the two years preceding the submission date of the entry. A successful student is defined as one who has received the required flight instruction in preparation for the flight test and/or recommendation from the flight instructor concerned and has successfully passed the flight test for a pilot or flight instructor certificate or rating on the first attempt.

10. SCREENING AND SELECTION.

- a. Screening of entries and selection of winners for the district and regional awards will be made by FAA personnel in consultation with members of the aviation community possessing the technical qualifications required to evaluate and judge the entrant's capabilities as a flight instructor. Members of the aviation community participating in the award selections will be from within the geographic boundaries of the particular area. In the district competition, the FAA Accident Prevention Specialist will coordinate the selection of the district award winners. The FAA Accident Prevention Coordinator will coordinate the selection of the regional award winners.
- b. Final screening and selection of the national award winner will be made by FAA personnel in consultation with nationally prominent aviation representatives. The Chief, Accident Prevention Program Staff, Flight Standards Service, FAA, will coordinate the selection of the national award winners.
- c. All entry forms will be thoroughly reviewed in the screening and selection process to assure that award winners are selected in accordance with the award guidelines. All selections of award winners will be final.

11. SCHEDULE OF EVENTS.

- a. Deadline for submission of entries is December 15 of each year.
- b. District winners will be selected and awards will be presented on or after March 15 of the following year.
- c. Regional winners will be selected and awards will be presented on or after April 15 of the following year.
- d. The national winner will be selected in April and awards will be presented on dates scheduled by headquarters prior to June 30.


C. R. MELUGIN, JR.

Acting Director, Flight Standards Service

DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION

INSTRUCTIONS - Use a separate form for each candidate. Print or type all data requested on this form. Submit to nearest General Aviation District Office or Flight Standards District Office.

ENTRY FOR FLIGHT INSTRUCTOR OF THE YEAR AWARD

1. CANDIDATE FOR AWARD

a. Name	b. FAA Flight Instructor's Certificate Number
c. Mailing Address	

2. NAME OF EMPLOYER (if any) AND ADDRESS

3. OUTSTANDING FLIGHT INSTRUCTOR CAPABILITIES (See FAA Advisory Circular on this subject for further details)

(If additional space is required, continue on reverse side, or attach additional sheets)

ENTRY SUBMITTED BY (If other than applicant)

Name	Address
Employed by	Position held
Date	Signature

FOR FAA USE ONLY

Recommendations of Accident Prevention Specialist

Candidate recommended for: <input checked="" type="checkbox"/> District Award <input type="checkbox"/> Regional Award <input type="checkbox"/> National Award	Accident Prevention Specialist Signature	Verified by
	Date	Office Identification Chief

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ENTRY SUBMITTED BY (If other than applicant)

Name	Address
Employed by	Position held
Date	Signature

FOR FAA USE ONLY

Recommendations of Accident Prevention Specialist

Candidate recommended for: <input checked="" type="checkbox"/> District Award <input type="checkbox"/> Regional Award <input type="checkbox"/> National Award	Accident Prevention Specialist Signature	Verified by _____ Chief
	Date	Office Identification

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(If additional space is required, continue on reverse side, or attach additional sheets)

ENTRY SUBMITTED BY (If other than applicant)

Name		Address	
Employed by		Position held	
Date	Signature		

FOR FAA USE ONLY

Recommendations of Accident Prevention Specialist

Candidate recommended for: <input type="checkbox"/> District Award <input type="checkbox"/> Regional Award <input type="checkbox"/> National Award	Accident Prevention Specialist Signature	Verified by	Chief
	Date	Office Identification	

DEPARTMENT OF TRANSPORTATION
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