# IACRA Training Site

## Getting Started Guide

### Practice Before You Go Live

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The FAA's IACRA Training Site is a sandbox environment that mirrors the real Integrated Airman Certification and Rating Application system. It lets you practice creating applications, signing off students, processing checkrides, and reviewing records — all without affecting any live FAA data.

This guide walks you through the process of setting up your training site credentials and running through a complete application lifecycle, from applicant submission through examiner sign-off.

> **Who should use the training site?** Student pilots learning the certification process, new CFIs preparing for their first student recommendation, DPEs getting familiar with new workflows, and anyone who wants to understand IACRA before using it with real applications.

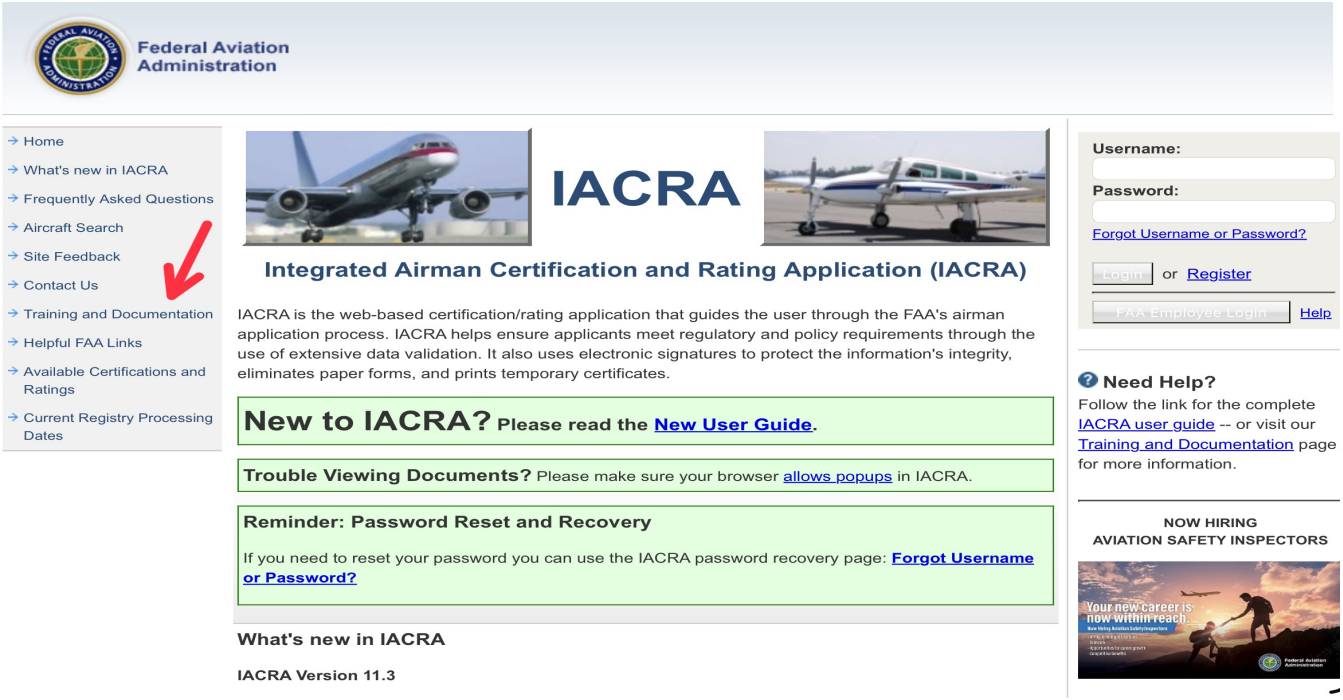
**IACRA Trainig Site**

**IACRA User Guide**

# STEP-BY-STEP GUIDE

## Step 1 — Navigate to IACRA

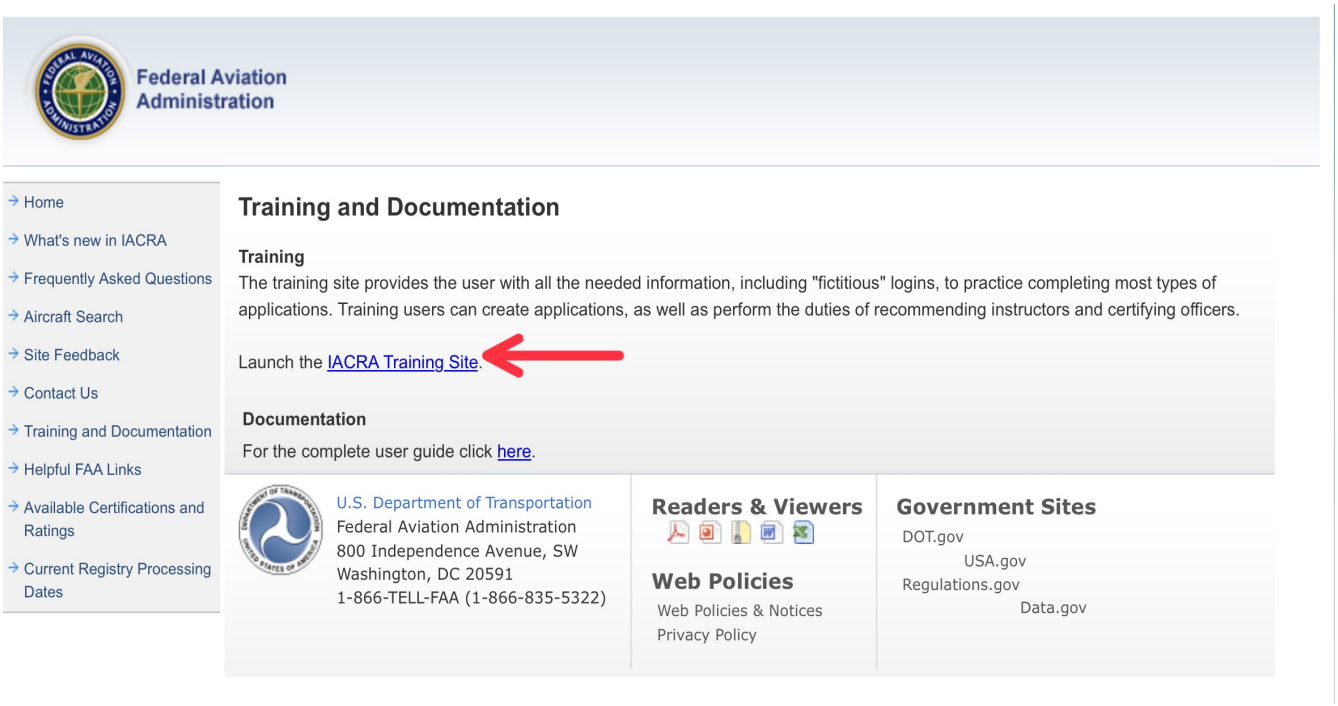
Go to **https://iacra.faa.gov**. On the left-hand side of the page, look for a list of links. Select **“Training and Documentation.”**




*The production IACRA site — select “Training and Documentation” from the left sidebar.*

## Step 2 — Launch the Training Site

This opens a new page with two options: **“Launch the IACRA Training Site”** and a link to the complete IACRA user guide. Select the training site link.




*Click "Launch the IACRA Training Site" to open the sandbox environment.*

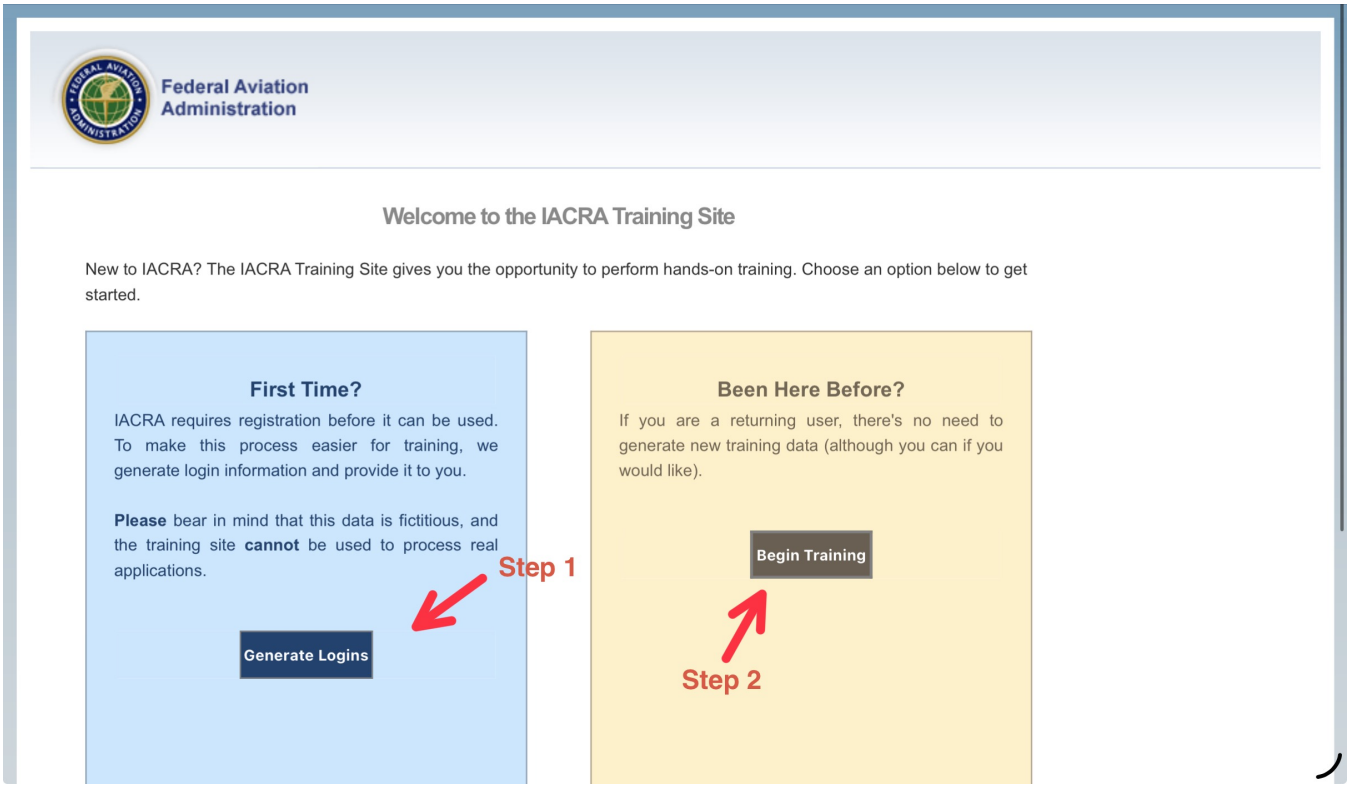
## Step 3 — Generate Your Login Credentials

You'll see two sections: **"First Time?"** and **"Been Here Before?"** If this is your first visit, select **"Generate Logins"** in the First Time section.

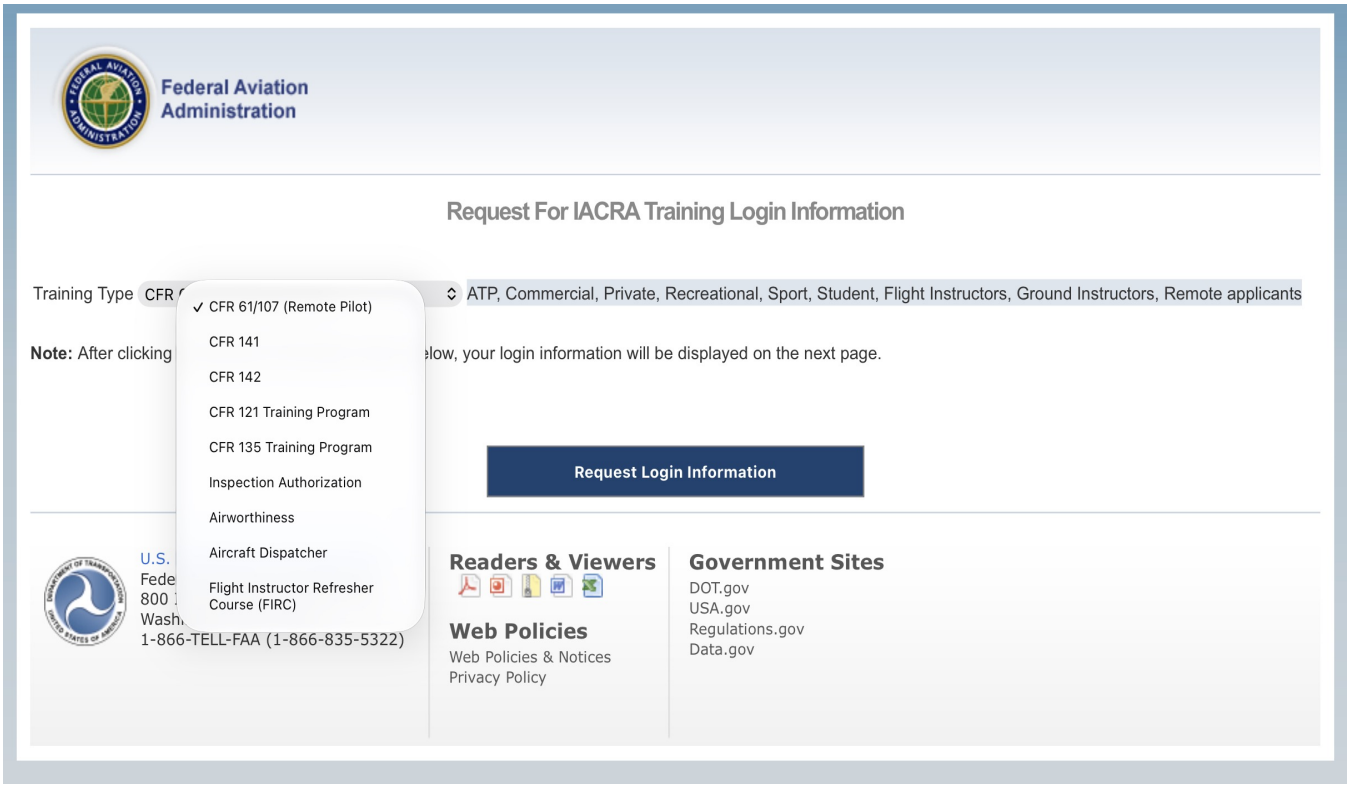
A dropdown menu lets you choose the type of user environment to simulate:

- **61/107** — Choose this if you attend or work at a Part 61 flight school
- **CFR 141** — Choose this if you attend or work at a Part 141 flight school

Once you make your selection, click **"Request Login Information."**




*First-time visitors click “Generate Logins,” returning users click “Begin Training.”*



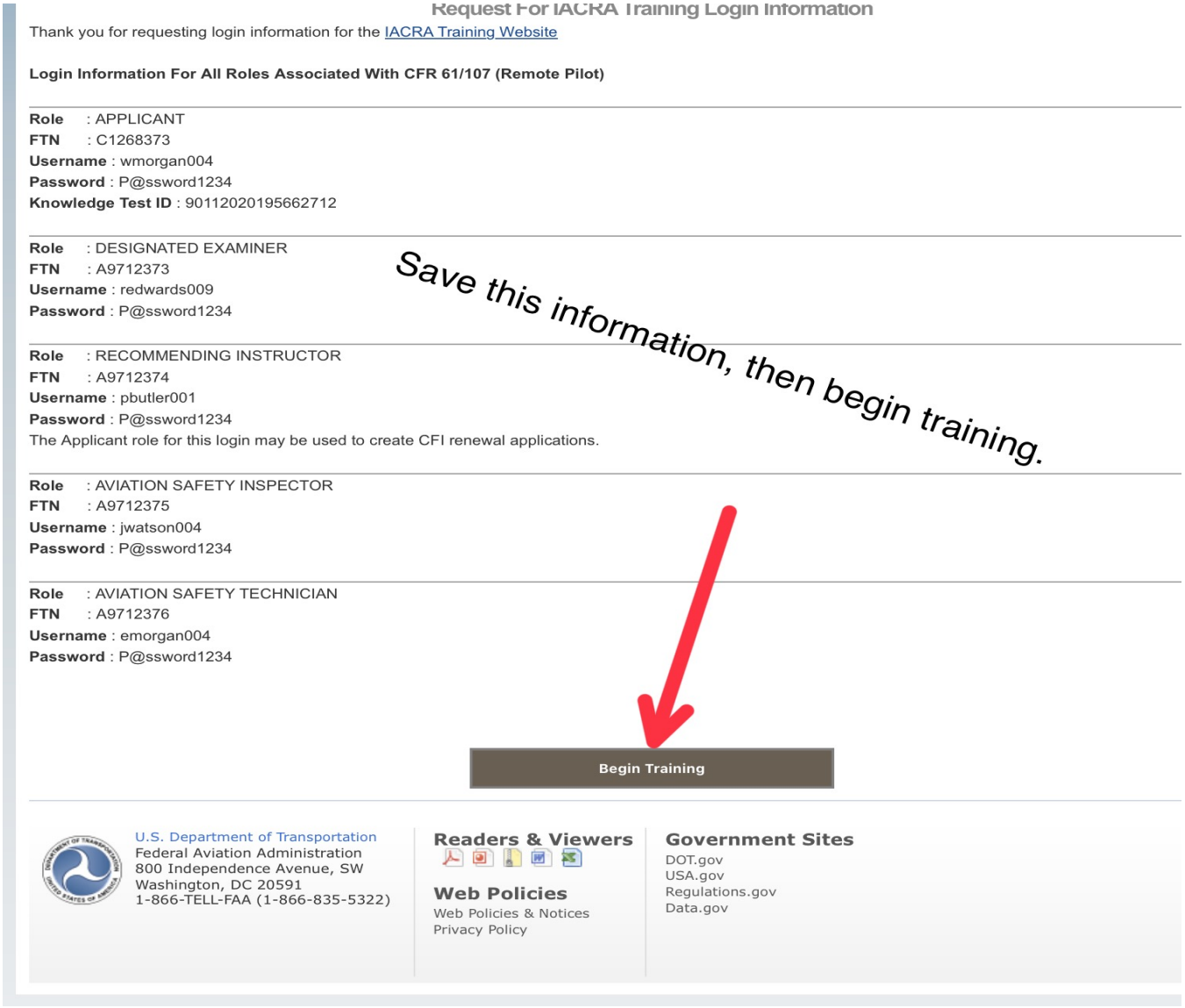

*Select your training type — most pilots choose CFR 61/107 or CFR 141.*

## Step 4 — Save Your Credentials

The next screen displays a set of login credentials — usernames and passwords for each simulated role:

- **Applicant** — The student or pilot applying for a certificate or rating
- **Recommending Instructor** — The CFI signing off the applicant
- **Designated Examiner** — The DPE conducting the practical test

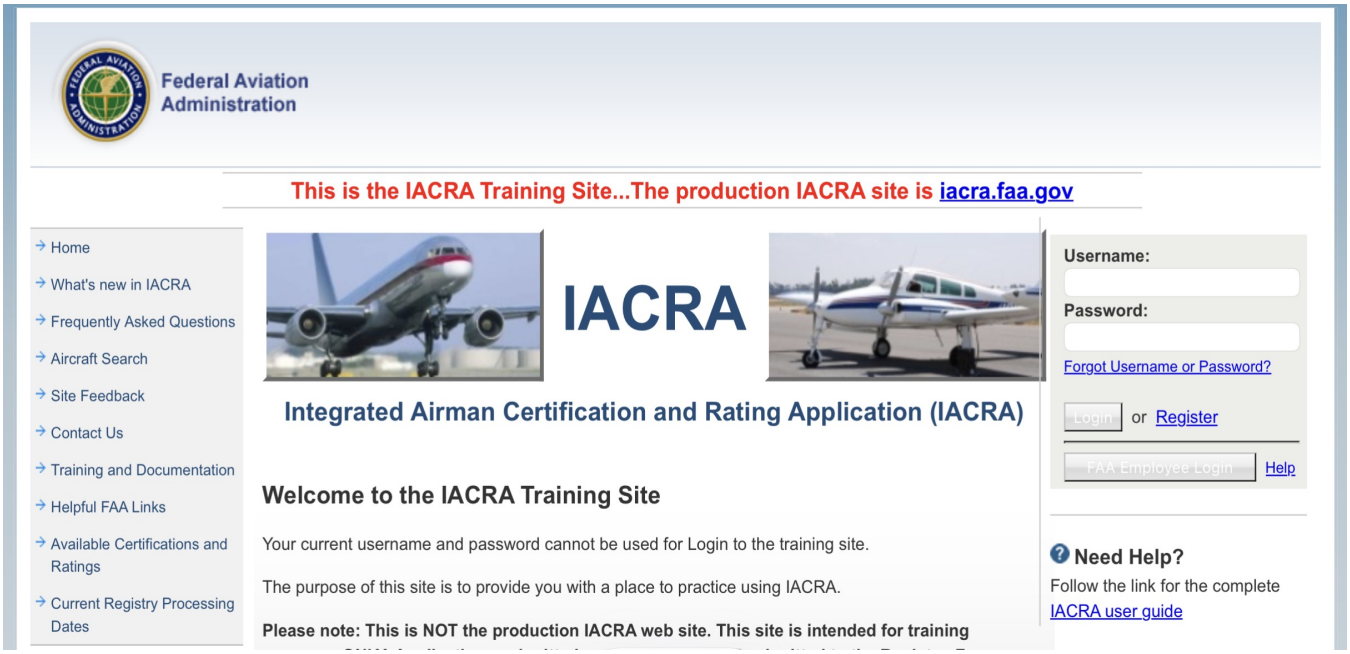
> **Important:** Print this page or take a screenshot immediately. This is your *only* opportunity to get these specific credentials. If you lose them, there is no recovery option — you'll have to start over and generate a new set, and any test applications you've already created will be inaccessible.




*Save this information immediately — there is no way to recover these credentials later.*

## Step 5 — Enter the Training Site

Go back to the training site page and this time select **“Begin Training”** in the **“Been Here Before?”** section. This takes you to the actual IACRA training environment, which looks nearly identical to the live IACRA site.




*The training site looks nearly identical to the real IACRA — note the red banner at the top.*

**Don't confuse the two sites.** The training site displays **“This is the IACRA Training Site”** in red text at the top of the page. The real IACRA site frequently displays red text in the same location to announce upcoming outages. Double-check which site you're on before creating any applications.

# WALKING THROUGH THE FULL PROCESS

The real value of the training site is that you can walk through an entire application lifecycle — from the applicant's initial submission through the examiner's final signature on the 8710 — by logging in as each role in sequence.

## Recommended Workflow

**1. Log in as the Applicant.** All training-site applicants start as Private Pilots, so you can create applications for additional ratings or certificates from there. Fill out the application and submit it.

**2. Log out, then log in as the Recommending Instructor.** Review the submitted application, verify the information, and sign off the applicant for the practical test.

**3. Log out, then log in as the Designated Examiner.** Review the application, send it back to the applicant for signature if needed, and process the checkride result — including signing the 8710.

**4. (Optional) Log in as an FAA Aviation Safety Inspector.** This lets you view the data that normally only FAA employees can see, giving you a complete picture of how the entire system works from the regulatory side.

**Practical tip for new CFIs:** Walk through this process at least once before you have a real student ready for a checkride. The recommending instructor workflow has specific steps and signatures that can catch you off guard if you've never seen them. Practicing in the sandbox means you won't be figuring it out with a student sitting next to you and an examiner waiting on the other end.

## Things to Keep in Mind

• The training site is **not a 100% match** to the live system. It can simulate most application processes in a realistic way, but some features or workflows may differ slightly.

• There is **no way to recover lost credentials.** If you lose your login information, you have to generate a new set and start from scratch. Any applications you created under the old credentials are gone.

• The training site is **completely separate** from the live IACRA system. Nothing you do in the training site affects real FAA records.

• Take the time to **explore each role.** Understanding what the applicant, instructor, and examiner each see gives you a better understanding of the certification process as a whole.

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*The IACRA training site is one of those FAA resources that most people don't know exists. Whether you're a student pilot trying to understand the process, a CFI preparing for your first recommendation, or a DPE getting familiar with a new workflow, learning in the sandbox is always better than learning in production.*

**IACRA Training Site:** https://iacra.faa.gov → Training and Documentation → Launch the IACRA Training Site