Maintaining Approval

- Must maintain Air Agency Certificate under Part 63, 141, or 142.
- Notify our office of changes in aircraft & ground training rates, instructors, aircraft inventory, changes to TCO’s & syllabuses.
- Keep copies of all records for at least three years after each veteran’s last date of training.
- Suggestion: Request approval of aircraft hourly rates at least 10% higher than actual current charges. VA will pay rates up to or less than that rate. Certify to VA actual charges. This obviates the need for requesting the approval of new rates everytime your fuel and insurance costs go up.
Medical Certificates

- For all courses except ATP, a medical certificate valid for second class privileges is required.
- For ATP, a medical certificate valid for first class privileges is required.
- First class medical certificate valid for first class privileges for 6 months after medical exam & is valid for second class privileges for 12 months after medical exam.
- VA students must start each course with the appropriate medical certificate as noted above. It is not a problem if a medical certificate expires for the appropriate privileges during a particular course.
Pilots’ Licenses

- VA cannot pay benefits for a private pilot’s license.
- Students must have been issued their private pilot’s license before they may begin their VA training.
- VA students must either enroll concurrently in Commercial & Instrument courses or already possess an instrument rating.
- Beyond Commercial & Instrument the student must possess the appropriate license and amendments to exercise the privileges of the rating being pursued.
- To pursue an ATP, VA students must already
No more than 85% of students in a school’s VA approved courses can be receiving GI Bill benefits.

This ratio includes all students in all approved courses.

This ratio does not include part 61 students.

As long as the school’s overall part 63, 141, 142 enrollment does not exceed 35%, that school does not have to report the ratio to our office. The 35% is a head count.

If more than 35% of students are VA, then the school must determine the ratio each time they enroll a new VA student.

Ratio is calculated using the hours flown or fees.
Calculating Maximum Cost

- Multiply hours of ground school and pre/post by cost per hour.
- Multiply hours of dual and solo (if applicable) by cost per hour of most expensive aircraft authorized for that course.
- Add the results together.
Forms Completion VAF 22-1999

- Name of program must be exactly as approved by VA.
- Date training began must be the first day of actual flight or ground school. Do not use the date the student signed a contract unless it is the first day of actual training.
- Licenses & Ratings Held must reflect the highest attained by the student.
- Hours in the Course are the approved hours, less any credit for prior training.
- Total Charges are the remaining hours to be taken after credit has been given times the appropriate hourly rates.
One form per calendar month, i.e., may not certify more than one calendar month on any one form.

First form will reflect the first date of training and the last form will reflect the last date of training. All forms in between will reflect a full calendar month, e.g., September 1-30.

The State of Florida exempts flight training from sales taxes. Never place an entry in the box for sales taxes.

Hours and amounts certified are based on cash tickets signed by the student & instructor. Do not send cash tickets with 6553c’s.

Information certified on the form must agree
Where to Send Forms

- All applications and Enrollment Certifications (22-1999) are sent to the Atlanta RPO.
- All chapter 30 monthly certifications (22-6553c) are sent to the Atlanta RPO.
- All chapter 32, 1606 & 1607 monthly certifications (22-6553c) are sent to the St. Louis RPO.
- Chapter 35 (dependents and survivors) are NOT eligible for flight training because the law specifically prohibits it.
Helpful Hints

- Use the VA check sheet on page 125 of the Handbook.
- Don’t hold up sending in a veteran’s paperwork for his/her DD-214, certificate of eligibility, etc. There is a one-year limit to retroactive pay. The clock does not start ticking until VA gets the paperwork.
- Best filing system is to keep cash tickets with each 6553c in the veteran’s file in chronological order with the most recent paperwork on top.
- Be sure to keep copies of all licenses and medical certificates in the veteran’s file.
- If you have ANY questions, please call. That’s what we do and what we live for.
QUESTIONS?