

DEPARTMENT OF HOMELAND SECURITY
U.S. COAST GUARD

AIRCREW TRAINING RECORD

This Training Record, promulgated in compliance with Chapter 8 of the USCG Air Operations Manual, COMDTINST 3710.1 (series) is to be kept current by each unit's Training Section and hand carried to the next duty station upon transfer of the individual. Each section has a corresponding cover page for recording specified dates. Supporting copies of letters, certificates, syllabi, etc., shall be secured under the cover page in chronological order with the most recent on top. This record will be maintained throughout an individual's career. Purging of data is not authorized. This record must be updated each semi-annual period in accordance with COMDTINST M3710.1 (series).

CONTENTS

SECTION I RECORD OF AIRCREW DESIGNATIONS AND QUALIFICATIONS

1. All Designations and Qualifications outlined in Chapter 8 of the Air Operations Manual COMDINST 3710.1 (series)
2. Additional flight related designations and qualifications

Note: Documentation relating to a lapse or loss of a flight related Designation or Qualification shall be included in this section.

SECTION II RECORD OF FORMAL TRAINING

1. Specialty courses (flight related and non-flight related)
2. Schools attended (A school, C schools, Aviation Instructor Courses, AHRS, survival schools, etc.)

SECTION III RECORD OF RECURRENT TRAINING

1. Crew Training and Qualification Records Sheet from ALMIS (Use as cover page for this section)
2. STAN Checks (Both Designation and Qualification STAN Checks)

Note: If an individual receives a STAN check as part of a syllabus upgrade, copy those pages from the syllabus and place them chronologically in this section.

3. Warm Up Flights (if applicable in airframe)
4. Low Pressure Chamber, Night Vision Device Training, Under Water Egress (Dunker) Training, RS PTA Forms

SECTION IV RECORD OF ADDITIONAL DESIGNATIONS AND QUALIFICATIONS

1. All non-flight related Designations or Qualifications (Post-flight, Watch Captain, QA, etc.)
2. EMT Recertification Certificate, EMT Identification Card, CPR Card (if applicable)

Note: Documentation relating to a lapse or loss of a non-flight related Designation or Qualification shall be included in this section.

**SECTION V RECORD OF TRANSFER HISTORY (use as cover page)
UPGRADE SYLLABI AND EXAMS**

1. Completed Syllabi

Note: Unit Familiarization training – Each member reporting to a unit shall receive at a minimum, training on unit-unique equipment, operating area survival demands and survival equipment, area familiarization, and local policy prior to assignment to any operational flying duties.