

# Flight Ratings Transfer Policy

Updated: July 15, 2026

## GENERAL INFORMATION:

Once a student is enrolled at Kansas State University in our flight program, we won't accept the transfer of ratings earned from other sources.

To request a flight evaluation for verification of credit to count toward any flight program, students MUST have been issued the license or certificate PRIOR to the first day of classes at Kansas State University.

- Students must enroll into PPIL 196 VFR Proficiency Flight Lab to validate the FAA Private Certificate for academic credit. If bringing in an IFR rating, then both PPIL 196 VFR Proficiency Flight Lab and PPIL 197 Instrument Proficiency Flight Labs must be completed for academic credit. Both flight labs earn one credit toward the restricted – Airline Transport Pilot (R-ATP). This ensures all students are evaluated in-flight, satisfactorily demonstrating all skills evaluated on progress checks in the course and in the final evaluation for the rating. These courses support our commitment to maintaining the quality standards required in a Part 141 approved curriculum.
- If the student does not pass the Proficiency Lab, the ratings will not be transferred and will receive a grade of NC (no credit) on the applicable proficiency course and will not receive any flight or ground credits toward their degree.
- If students successfully complete the proficiency lab(s), they receive academic credit for their rating(s). These students will have paid the fee for the applicable flight labs and the instructor/flight time required for the course(s).

## Flight Ratings Transfer Matrix

| Certificate/Rating Held                                | Credit for Private Pilot | Private Proficiency  | Credit for Instrument Pilot | Instrument Proficiency | Credit for Commercial Pilot | Commercial Proficiency | Credit for Multi-Engine | Multi-Engine Proficiency |
|--------------------------------------------------------|--------------------------|----------------------|-----------------------------|------------------------|-----------------------------|------------------------|-------------------------|--------------------------|
| Private Rating with Part 61 or Part 141                | PAV 101<br>5 credits     | PPIL 196<br>1 credit |                             |                        |                             |                        |                         |                          |
| Instrument Rating with Part 61 or Part 141             | PAV 101<br>5 credits     | PPIL 196<br>1 credit | PAV 102<br>4 credits        | PPIL 197<br>1 credit   |                             |                        |                         |                          |
| Instrument/Commercial Rating w/ Part 61 or Part 141    | PAV 101<br>5 credits     |                      | PAV 102<br>4 credits        |                        | PAV 201<br>7 credits        | PPIL 197<br>1 credit   |                         |                          |
| Instrument/Commercial/ME Rating, w/Part 61 or Part 141 | PAV 101<br>5 credits     |                      | PAV 102<br>4 credits        |                        | PAV 201<br>7 credits        |                        | PAV 202<br>2 credits    | PPIL 197<br>1 credit     |

## Additional Notes:

- Students transferring from Part 141 programs need to present their training record or graduation certificates for evaluation.
- FAA regulations allow the transfer of a maximum of 25% of the total hours of a course from Part 61 institutions and 50% of the hours from another Part 141 school.
- CFI ratings and above will not transfer into the professional pilot degree. Those ratings will transfer into the professional aviation degree.
- Students who earn K-State credit for outside ratings may not apply those credits to the PPIL degree option unless they complete the required flight proficiency course where they demonstrate knowledge and skills for the rating(s) received.
- Students who received prior training from an approved Part 141 school may be eligible to apply for a restricted Airline Transport Pilot (R-ATP) certificate pending submission and approval of training documentation. To be eligible for the R-ATP, students must complete instrument and commercial training along with their professional pilot degree from Kansas State University. See R-ATP document for further information.

## Private Pilot Checkout Process

Incoming students who have completed their private flight rating prior to enrollment into any flight program may receive academic credit. Receipt of their private pilot certificate awarded by the FAA determines placement on the priority training list for flight labs, following these procedures.

1. Students completing before the entry deadline (July 1 for fall and November 1 or spring) may be enrolled in instrument ground (upon verification of their private) and will be placed on the priority flight training list based on the date they submit documentation to their academic success coach.
2. Students who complete their private rating between the entry deadline and the first day of class may still receive academic credit and may decide to enroll in instrument ground (upon verification of their private) as space is available. They will be placed on the priority flight training list for the following semester.
3. Students unable to complete their private rating before the first day of the semester will have the opportunity to enroll in private ground school and be placed on the priority flight training list for private flight lab at KSU Salina.

The following process is used by academic success coaches to facilitate enrollment for students:

1. Student meets with Academic Success Coach for enrollment. Students bringing their private certificate must provide their documentation prior to or during their advising session, if available.
  - a. If certificate is available at advising session: Following enrollment appointment, Success Coach shares certificate with Flight Operations for validation to be considered for PPIL 112 Instrument Ground School enrollment.
  - b. If certificate is not yet available at advising session: Student is responsible for submitting the certificate to the success coach as soon as possible. Documentation must be received by July 1 to be considered for the private pilot checkout process for the fall semester or November 1 for the spring semester.
  - c. If the certificate is not available by the entry deadline: Student is responsible for submitting the certificate to the success coach as soon as possible. It must be received prior to the semester start in order to be considered for academic credit for the rating.
  - d. If the certificate is not available prior to classes beginning, students will need to take private pilot ground school and private pilot flight lab from K-State Salina. K-State Salina flight programs do not approve academic credit for ratings earned elsewhere, once the student has begun classes at K-State Salina.
2. Once documentation is received and verified, the following steps occur:
  - a. Success Coaches will add students to the prioritized training list for enrollment in PPIL 196 VFR Flight Lab (and FLT 199), with FAA certificate date included.
  - b. If student wishes to enroll in PPIL 112 Professional Instrument Pilot Ground School, with verification of completion or co-enrolling in MATH 100 College Algebra, permission to enroll in PPIL 112 Professional Instrument Pilot Ground School is obtained from the Dean's Office.
  - c. Once Flight Operations has instructor assignments finalized for the semester, Flight Operations coordinates enrollment with the Assistant Registrar. The Assistant Registrar will process all enrollment for flight labs.
  - d. PPIL 196 VFR Flight Lab will allow students to demonstrate their flight proficiency with their assigned Certified Flight Instructor (CFI). PPIL 196 also counts for the R-ATP (1 credit).
  - e. Upon successful completion of the PPIL 196 VFR proficiencies (at 141 standards), if the student is enrolled in PPIL 112 Instrument Ground School, they will be able to continue their training for instrument skills under FLT 199 and enroll in PPIL 114 Instrument Flight Lab at the next available enrollment time.
3. Once credit is approved for PPIL 196 VFR, Salina Flight Operations or KC Flight Operations completes the online departmental exam form for PAV 101 Private Pilot (5 credit hours). The credits received for PAV 101 Private Pilot (5 credits) will meet the academic private pilot requirements for the degree but will not count as credit toward the

restricted ATP. The credit received for PPIL 196 VFR does count toward the R-ATP. The departmental exam form is routed through Laserfiche for approvals and processing.

4. Assistant Registrar enters DARS substitution allowing PAV 101 Private Pilot to satisfy PPIL 111 Private Pilot and PPIL 113 Private Pilot Flight Lab.

