Clear Form

Michigan Department
of Transportation
4009 (02/2024)

APPLICATION FOR FLIGHT SCHOOL LICENSE

Information required by Act 327, P.A. of 1945 to apply for license.

RETURN TO: Michigan Department of Transportation
Finance Cashier
P. O. Box 30648
Lansing, MI 48909
(517) 242-7771 or PanlenerR@Michigan.gov

FEES: Initial - $25.00, Annual Renewal - $10.00, Late Renewal - $25.00.

AERONAUTICS USE ONLY
DATE
AMOUNT
LIC. NUMBER
EXP. DATE

SCHOOLE NAME	PHONE NUMBER	DATE
OWNER(S)	SCHOOL MANAGER	
MAILLING ADDRESS	CITY	ZIP CODE
NAME OF THE AIRPORT WHERE FLIGHT SCHOOL WILL BE BASED		
FAX NUMBER	E-MAIL ADDRESS	

Courses Offered:

- ☐ Private
- ☐ Recreation
- ☐ Sport
- ☐ Part 141 School
- ☐ Commercial
- ☐ Multi Engine
- ☐ Type Ratings
- ☐ Sea Plane
- ☐ Airline Transport
- ☐ Flight Instructor
- ☐ Instrument
- ☐ Helicopter
- ☐ Ground School
- ☐ Glider

MAINTENANCE PERSONNEL		
Name	**Address**	**FAA Certificate Number**
Chief Mechanic		

FLIGHT INSTRUCTOR		
Name	**Address**	**FAA Certificate Number**
Chief Flight Instructor		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine
		☐ Instrument ☐ Multi Engine

Flight School Aircraft				Michigan Aircraft Registration	To be completed by State Registrar AERO USE ONLY
	Make	**Model**	**N Number**		
1.				☐ Yes ☐ No	
2.				☐ Yes ☐ No	
3.				☐ Yes ☐ No	
4.				☐ Yes ☐ No	
5.				☐ Yes ☐ No	
6.				☐ Yes ☐ No	
7.				☐ Yes ☐ No	

FLIGHT SCHOOL MANAGER COMPLIANCE CHECKLIST AND CERTIFICATION

Please answer the questions below. Refer to the enclosed Michigan Aeronautics Code, section 259.85 (Flight Schools) requirements.

Yes	No	Do You:
☐	☐	Operate from an airport licensed by the State of Michigan?
☐	☐	Have a written commercial operating agreement with the airport at which the school is based? (Submit a copy with this application or submit airport manager signature).
		Signature _____ Date _____
☐	☐	Accept prepayment from students in the amount of $1,000.00 or more? (If so, a corporate surety bond is required. Submit a copy with this application)
☐	☐	Operate from facilities which are: permanent in nature, heated, and have adequate lighting and ventilation?
☐	☐	Have a flight instructor available to dispatch and supervise each student pilot solo flight?
☐	☐	Have a designated practice area?
☐	☐	Use a written curriculum for each certificate or rating course taught?
☐	☐	Maintain training records which show each student's progress?
☐	☐	Advise each student in writing, at the time of enrollment, the extent to which the school's insurance will cover operation of the aircraft by the student?
☐	☐	Has a security program been approved by the Michigan Aeronautics Commission?

I certify that the above information is true. I certify that all flight school operations are conducted in accordance with Section 259.85, Act 327 of the code of the State of Michigan.

NAME	TITLE
SIGNATURE	DATE