Navigation The pilot role in AT 2.0

**Purpose:** This job aid is designed to provide brief guidance to fleet pilot how to add CEUs to their current records and check for IAT credit compliance on Training website at www.iat.gov.

**Some browsers work better than others when using www.IAT.gov?**
The site was designed and tested to work with Google Chrome or Internet Explorer version 9.0 or later. Users may experience problems with functionality if they are using a different browser.

**IAT Admin Contact Information:** Email: iat_admin@ios.doi.gov, Phone: 208-433-5093

**How to utilize the Pilot Role in www.IAT.gov:**

1. Log into www.iat.gov using your username and password. (Be sure to select security questions to facilitate your password reset should you ever have a change in email address.)

2. Select the role of “Student”. (Figure 1) and Click “Submit”. (this screen does not apply to everyone)

3. **Student Home Base:** The following tabs are available (Figure 2)
   
   A. OVERVIEW
   B. COMPLIANCE
   C. TRANSCRIPT
   D. PILOT CEUs
   E. PROFILE
   F. FIND A COURSE

   **Click** on Pilot CEUs

![Figure 1](image1)

![Figure 2](image2)
Navigating the Pilot role in AT 2.0

To Add CEUs to your IAT record – **Click** on Submit New Non-IAT CEUs Record – (Figure 3)

**Figure 3**

When pop up comes up **Click** proceed

**Process for filling out the NON-IAT CEU credits** (Figure 4)

1. CEU Category (Select from drop down menu)
2. Delivery Method (Select from drop down menu)
3. Insert the Name of the organization giving the training, *Example (OAS, FWS, AOPA, Simcom, NPS)*
4. The type of training you completed *Example (Flight training, EMT training, Instrument training,)*
5. Where the training was completed
6. The Start date
7. The Ending date
8. The number of hours you want Credits CEUs for
9. Scan in the PDF documentation or the certificate
10. **Click** on the submit button

The request **will be verified** before showing up on your NON-IAT CEU credits

**Figure 4**
That ends the Submitting for NON-IAT CEUs

To check you’re IAT credit pilot compliance

1. Log into www.iat.gov using your username and password. (Be sure to select security questions to facilitate your password reset should you ever have a change in email address.)

2. Select the role of “Student”. (Figure 5) and Click “Submit”.

Click “Compliance” tab (figure 6): On this tab you can view any of the 12 aviation training plans and your IAT transcript is compared with the training requirements of each plan selected. The aviation training plans is outlined in OPM-22.

Pilot Qualification Status

OPM22 provide Pilot Qualifications and Training Program requirements. IAT website compliance tab found on your Student Maintenance page will tell you what course you may need to complete. The “status” line will indicate any concerns as well as the items with yellow or red markers below on line items. If you are not certain why an item is marked with yellow or red, contact the IAT Admin to research.
Find the drop down box and click on DOI pilot. This will show you your current course required within OPM 22. (Figure 7)

Note: The courses that need to be retaken.

Figure 7

NOTE:

⚠️ One or more courses are coming due in < 90 days
⚠️ Additional Verification Required. Required courses may not be completed or equivalent courses may need to be verified.
These courses may require more follow up.

If you have any other question contact:

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