Australian Government
Civil Aviation Safety Authority

Student Pilot (Balloon) training record

June 2025

Acknowledgement of Country

The Civil Aviation Safety Authority (CASA) respectfully acknowledges the Traditional Custodians of the lands on which our offices are located and the places to which we travel for work. We also acknowledge the Traditional Custodians' continuing connection to land, water and community. We pay our respects to Elders, past and present.

Artwork: James Baban.

Acknowledgement
This document is based on the original student training record published by the Australian Ballooning Federation (ABF). Amendments may be made by CASA.

Personal details

Full Name: _____

Address: _____

_____

_____

Email: _____

Telephone Number: (M) _____ (W) _____

ARN: _____

If found, please return to the address above.

Before applying for a Private Pilot (Balloon) Permit you must make a copy of your Student Training Record and retain it for your own records. Your instructor(s) must keep a copy of any instruction flights they conduct and your examiner must keep a record of your flight test(s).

Contents

How to use your Training Record/Logbook

Welcome to Ballooning. If you wish to train as a pilot then this book along with your copy of the CASA Recreational Ballooning Procedures Manual (CRBPM) will be your constant companion until you complete your flight test.

After your first training flight this Training Record will come into use, give it to your instructor and ask for the first of the paired pages headed FLIGHT DEBRIEF to be completed.

The instructor will return the book to you and then should give you a verbal debrief on your participation in the flight. If you are not offered a verbal debrief ask for one, remember the aim of each flight and the use of the Training Record is to assist you in obtaining your Private Pilot (Balloon) Permit.

Do not expect all the written and verbal comments to be laudatory.

Refer to the CRBPM section 2.3 for the minimum hours of flying training you must log under the direct supervision of an instructor.

The logbook section of this book is used to keep a record of your flying times. Your instructors will assist you to fill this section out.

As flight exercises are completed to a satisfactory level of competency, both yourself and your instructor will sign off the flight exercise in the training exercise competency record on pages 60 to 63 of this Training Record.

Once the recommendation in the Training Record has been entered by your instructor, and the statement of competency has been signed by yourself at the completion of your training, a flight test is required and should be arranged with a Private Pilot (Balloon) examiner.

Your instruction

The initial stages of instruction will concentrate on basic flying skills and the vital subject of Landowner Relations.

As competence in controlling a balloon is gained additional subjects such as flight planning, fuel management and navigation are introduced.

After each flight the instructor will complete the logbook entry, the Flight Debrief page marking the exercises carried out including any comments, and will note flight times .

In order for your instruction to be properly documented you must present this book each time you fly.

It is recommended that you keep a copy of all entries in case this Training Record is lost or damaged.

Notes on Theory Exams and Flight Test

Theory Exams: The syllabus for theory exams is found in section 7 of the CRBPM.

Prior to the first solo flight the exam Flight Rules and Aerostatics (BFRA) must be passed.

If the solo is to be conducted in airspace where carriage of VHF radio is required, then the student must hold a Radio Operator (Balloon) Permit, or a CASA issued AROC or Part 61 licence.

Before the flight test is carried out the remaining exam Meteorology and Navigation (BMAN) must be passed, and the Sport Aviation human factors course completed.

Pass mark for all exams is 75%.

Flight Test: this must be conducted by a Private Pilot (Balloon) examiner. The examiner will not be looking for all the skills of an experienced pilot; simply for an ability to conduct a flight safely and with a positive attitude to other airspace users and good landowner relations.

Before applying for a Private Pilot (Balloon) Permit using CASA Form BF-002 you must make a copy of your Student Training Record and retain it for your own records. Your instructor(s) must keep a copy of any instruction flights they conduct, and your examiner must keep a record of your flight test(s).

Private pilot flight test

When presenting for a test the student pilot is to provide the following:

1. **Documentation**
   - 1.1 Signed recommendation from an instructor
   - 1.2 Completed Training Record
   - 1.3 Logbook showing the minimum number of hours under instruction as set out in the CRBPM
   - 1.4 Balloon logbook.

2. **Equipment**
   - 2.1 Airworthy balloon
   - 2.2 Retrieve vehicle
   - 2.3 Maps with any SZs marked, VTC and ERC as appropriate
   - 2.4 Balloon load chart
   - 2.5 Personal equipment, compass, strikers, tools, timepiece.

3. **Personnel**
   - 3.1 Sufficient crew for launch and retrieve

The student will be expected to satisfy the examiner that they are able to carry out the following. As a guide, this should take about 20 minutes.

4. **Preparation for flight**
   - 4.1 Explain MET forecast/prevailing weather conditions
   - 4.2 Select a launch site (ensure permission)
   - 4.3 Load calculation
   - 4.4 Carry out flight planning, noting navigational and airspace features on the probable path
   - 4.5 Passenger (examiner) briefing
   - 4.6 Crew briefing.

5. **Familiarisation with balloon, equipment and controls**
   - 5.1 Unload balloon
   - 5.2 Rig the burner, basket and fuel system
   - 5.3 Carry out leak and burner test
   - 5.4 Rig the envelope from the unrigged state
   - 5.5 Check all other required equipment.

Only if stages 1 to 5 are completed satisfactorily will the test continue.

6. **Inflation**
   - 6.1 Inflate safely and in a controlled manner
   - 6.2 Operate the burner safely and competently
   - 6.3 Give correct, audible and precise instructions to crew.

7. **Take off**
   - 7.1 Carry out pre-take off checks
   - 7.2 Assess wind and distance to downwind obstacles, make a go/no go decision.

8. **Straight and level flight**
   - 8.1 Climb to a requested height (1000 - 2000 ft AGL)

8.2 Maintain controlled level flight for a minimum of 5 minutes.

9. Climbing and descending

9.1 Know the maximum climb/descent rate for balloon

9.2 Know maximum envelope temperature for balloon

9.3 Demonstrate climb/descent at rates requested by examiner.

10. Navigation

10.1 Keep track of position on map

10.2 Identify features

10.3 Assess wind speed and direction.

11. Emergencies

11.1 Make a fast ascent/descent for a simulated emergency

11.2 Carry out pilot light failure drill (actually or verbally or on the ground)

11.3 Describe actions to be taken in the event of a fire in the air/on the ground

11.4 Describe actions to be taken in the event of a propane leak in the air/on the ground.

12. Fuel management

12.1 Explain burner system and cylinder arrangement

12.2 During flight indicate fuel state, usage, requirements and carry out hose transfer as required

12.3 Explain/demonstrate refuelling of flight cylinders and the necessary safety measures (Training Record acceptable).

13. Approach and overshoot (2 or more times demonstrating good control)

13.1 Explain choice of field for approach

13.2 Perform pre-landing checks (must mention power lines)

13.3 Perform descent from high/low level for a landing approach without undue delay

13.4 Show positive control in low level flight (50 ft or less)

13.5 Carry out an overshoot and climb out safely

14. Landing

14.1 Explain choice of field

14.2 Carry out pre-landing checks (must mention power lines)

14.3 Make a controlled descent for the landing approach

14.4 Control the balloon during final approach to give low vertical speed on touchdown.

15. Action after flight

15.1 Ensure burner and fuel system is made safe and all the instruments are turned off

15.2 Pack envelope and de-rig burner/basket.

16. Landowner relations

16.1 Conduct the launch and retrieve in accordance with maintaining good landowner relations.

17. Airmanship

17.1 Show proper care for well-being of passengers during the flight

17.2 Demonstrate regard for animals, crop, property and people on the ground during the entire flight

17.3 Position the balloon at appropriate heights/altitudes in relation to hazards, persons, major roads, towns, SZs and airspace

17.4 Maintain an adequate lookout and awareness of changing weather conditions.

18. Solo flight

18.1 Pre-take off checks

18.2 Carrying out of set tasks

18.3 Choice of final landing site.

International class sizes

Class	Cubic Feet	Cubic Metres
AX3	14125 - 21186	400 - 600
AX4	21187 - 31780	600 - 900
AX5	31781 - 42372	900 - 1200
AX6	42373 - 56496	1200 - 1600
AX7	56497 - 77682	1600 - 2200
AX8	77683 - 105930	2200 - 3000
AX9	105931 - 141240	3000 - 4000
AX10	141241 - 211888	4000 - 6000

Prefix AX is the class designated to hot-air balloons.

Prefix AA is used for gas balloons. Prefix AM is used for mixed balloons.

Unit conversions

Temperature	
°C to °F	°F = °C × 1.8 + 32
°F to °C	°C = (°F - 32) / 1.8
Speed	
M/s to Ft/m	Ft/m = M/s x 197
Ft/m to M/s	M/s = Ft/m x 0.005
Km/h to Knots	Kts = Km/h x 0.54
Knots to Km/h	Km/h = Kts x 1.85
Distance	
Km to Nm	Nm = Km x 0.54
Nm to Km	Km = Nm x 1.85
Weight	
Kg to lb	lb = Kg x 2.2
lb to Kg	Kg = lb x 0.45

Flight training exercises

1. **Preliminary**
   a. Familiarisation with balloon equipment, controls and terminology
   b. Farmer/landowner relations
   c. Familiarisation with refuelling techniques, procedures and safety measures.

2. **Pre-flight**
    a. Obtaining meteorological forecast and appreciation of conditions
    b. Appreciation of downwind airspace, sensitive zones, terrain and powerline systems
    c. Passenger and crew briefings
    d. Choice of suitable launch site
    e. Rigging the balloon for flight, pre-flight inspection
    f. Inflation
    g. Pre-take off checks
    h. Use of launch rope also hands on/hands off the basket exercise.

3. **Flight operations (normal conditions)**
    a. Take-off. Slow climb out in light wind condition, use of quick release
    b. Level flight - effect of burner
    c. Climb and descent, effect of burner and vent
    d. Approach and overshoot from low level, awareness of powerlines
    e. Intermediate landing using vent
    f. Final landing using deflation vent
    g. Flight to 4,000 feet AGL
    h. Experience terminal velocity descent
    i. Tethered flight – appreciation of hazards and precautions
    Note: Refer to the CASA Recreational Ballooning Procedures Manual for the minimum and maximum tether time required for Permit issue
    j. Appreciation of the effect of variations in loading on balloon operations
    k. First solo flight
    l. Reserved.

4. **In-flight procedures**
    a. Use of maps and instruments. Appreciation of position and movement of balloon
    b. Fuel management
    c. Considerations when operating in company with other balloons
    d. Observations of weather developments
    e. Detection of power line system.

5. **Emergencies**

Note: These situations are to be simulated where they cannot be put into practice safely. The student pilot to demonstrate reactions in theory as required.

    a. Pilot light failure and fuel supply problems
    b. Power lines, use of handling line
    c. Considerations of landing in difficult conditions: trees, water, confined space
    d. Emergency landing procedures and briefing for passengers
    e. Considerations of fuel leaks, and fire in air and on ground.

6. **Optional flight operations- advanced conditions - not mandatory**

Note: These exercises can only be done with a Grade 1 instructor. Refer to the CRBPM for more information.

a. Take-offs, fast climb-out from shelter in moderate wind, use of quick release

b. Fast (or running) take-off in moderate wind, fast climb-out and descent

c. Approach and overshoot from high level

d. Landing at high descent rates

e. Flight in mild thermic conditions.

Note: For endorsement requirements, refer to the CRBPM for:

- non-controlled aerodrome operations
- operate a balloon that has an envelope capacity greater than 120 000 ft^3 but not more than 260 000 ft^3
- operate a balloon that has an envelope capacity greater than 260 000 ft^3
- night VFR balloon flight.
- carry and release a hang glider
- gas balloon – based on overseas qualifications
- hot Air airship – based on overseas qualifications
- mixed balloon – based on overseas qualifications

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Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
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Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

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Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

FLIGHT EXERCISE	1a	1b	1c	2a	2b	2c	2d	2e	2f	2g
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**2h**	**3a**	**3b**	**3c**	**3d**	**3e**	**3f**	**3g**	**3h**	**3i**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**3j**	**3k**	**3l**	**4a**	**4b**	**4c**	**4d**	**4e**	**5a**	**5b**
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										
FLIGHT EXERCISE	**5c**	**5d**	**5e**	**6a**	**6b**	**6c**	**6d**	**6e**		
Demonstrated by instructor										
Carried out by student with assistance										
Completed by student to a competent standard										

FLIGHT DEBRIEF		
Registration	Balloon Size	Date
Deflation system ☐ Parachute ☐ Smart Vent ☐ Other:		
Location		
Take Off	Landing	
Weather Conditions		
Take Off	Landing	
Time		
Take Off	Landing	
Flight Time	Flight Distance	
Instructional Time (if not flight time)		

Resume of this flight (include POB)

Notes for next flight

Instructor Name	Inst. No.	Signature

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Flight logbook

All entries are to be in ink.

This logbook is to be produced:

- after an accident or incident
- when applying for a Permit issue or renewal
- when applying for an endorsement.

Logbook after Private Pilot (Balloon) Permit issue

The flight logbook pages in this training record are provided to get you through your training only.

At the completion of training all VALID entries should be transferred to a standard pilot logbook such as the Airtour / Pooleys logbook so your full record of flight experience is captured in one logbook.

Flight Logbook

Date	Balloon / Airship		Captain	Holders Operating Capacity	Journey From	
	Type	Reg			From	Time
Grand Total, excluding passenger flying ____ hours ____ minutes						

		(1)	(2)	(3)	(4)		Totals B.F.
Journey To						Hrs	
						Min.	
To	Time	PIC	PUT		Tether	Remarks	
						Hrs.	Totals Carried Forward
						Mins.	

Flight Logbook

Date	Balloon / Airship		Captain	Holders Operating Capacity	Journey From	
	Type	Reg			From	Time
Grand Total, excluding passenger flying _____ hours _____ minutes						

		(1)	(2)	(3)	(4)		Totals B.F.
Journey To						Hrs	
						Min.	
To	Time	PIC	PUT		Tether	Remarks	
						Hrs.	Totals Carried Forward
						Mins.	

Intentionally left blank

Private Pilot (Balloon) Permit
Flight Training Exercises Completed to a Competent Standard

a. Flight Training Exercises 1, 2, 3, 4, and 5 in entirety are mandatory.

b. When a Flight Training Exercise is initially completed by the student to a competent standard:

   1. The exercise shall be dated.
   2. The instructor supervising the exercise shall write their name, ARN, and signature.
   3. The student shall enter their signature in acknowledgment of having a thorough understanding of and has reached competency in executing the Flight Training Exercise.

c. When all mandatory Flight Training Exercises are completed by the student to a competent standard a Recommendation for Flight Test – Instructor (page 66) shall be filled out as follows:

   1. This form shall be dated.
   2. The instructor that is recommending the student's flight test shall insert their name, ARN, and signature in acknowledgment that the student understands all Flight Training Exercises.
   3. The student shall enter their signature in acknowledgment of having a thorough understanding of all Flight Training Exercises and of having completed the Flight Training Exercises to a competent standard.

Student Name:				ARN:		
Flight Training Exercise			Instructor			Student
No.	Description	Date	Name	No.	Signature	Signature
1.Preliminary						
1.(a)	Familiarisation with balloon equipment, controls and terminology.					
1.(b)	Farmer/landowner relations					
1.(c)	Familiarisation with refuelling techniques, procedures and safety measures.					
2. Pre-flight						
2.(a)	Obtaining meteorological forecast and appreciation of conditions.					
2.(b)	Appreciation of downwind airspace, terrain and powerline systems.					
2.(c)	Passenger and crew briefings.					
2.(d)	Choice of suitable launch site.					
2.(e)	Rigging the balloon for flight, pre-flight inspection.					
2.(f)	Inflation.					
2.(g)	Pre-take off checks.					

Student Name:				ARN:		
Flight Training Exercise			Instructor			Student
No.	Description	Date	Name	No.	Signature	Signature
2.(h)	Use of launch rope and quick release also hands on / hands off the basket.					
3. Flight Operations (Normal conditions)						
3.(a)	Take-off. Slow climb out in light wind condition, use of quick release.					
3.(b)	Level flight – effect of burner.					
3.(c)	Climb and descent – effect of burner and vent.					
3.(d)	Approach and overshoot from low level, awareness of powerlines.					
3.(e)	Intermediate landing using vent.					
3.(f)	Final landing using deflation vent.					
3.(g)	Flight to 4 000 feet AGL					
3.(h)	Experience terminal velocity descent.					
3.(i)	Tethered flight – appreciation of hazards and precautions.					
3.(j)	Appreciation of the effect of variations in loading on balloon operations.					

Student Name:				ARN:		
Flight Training Exercise			**Instructor**			**Student**
No.	**Description**	**Date**	**Name**	**No.**	**Signature**	**Signature**
3.(k)	First solo flight.					
3.(l)	Reserved.					
4. In-flight Procedures						
4.(a)	Use of maps and instruments. Appreciation of position and movement of balloon.					
4.(b)	Fuel management.					
4.(c)	Considerations when operating in company with other balloons.					
4.(d)	Observations of weather developments.					
4.(e)	Detection of power line systems.					
5. Emergencies						
5.(a)	Pilot light failure and fuel supply problems.					
5.(b)	Power lines, use of handling line.					
5.(c)	Considerations of landing in difficult conditions, trees, water and confined space.					
5.(d)	Emergency landing procedures and briefing of passengers.					

Student Name:				ARN:		
Flight Training Exercise			**Instructor**			**Student**
No.	**Description**	**Date**	**Name**	**No.**	**Signature**	**Signature**
5.(e)	Consideration of fuel leaks and fire in the air and on the ground.					
6. Optional Flight Operations - advanced conditions – not mandatory. To be performed with a Grade 1 instructor only.						
6.(a)	Take-offs, fast climb-out from shelter in moderate wind, use of quick release.					
6.(b)	Fast (or running) take-off in moderate wind, fast climb-out and descent.					
6.(c)	Approach and overshoot from high level.					
6.(d)	Landing at high descent rates.					
6.(e)	Flight in mild thermic conditions.					

Examination record

After each exam has been satisfactorily completed, the details must be entered below. Please make sure your examiner signs where applicable.

NOTE: An examination pass mark must be attained in Flight Rules and Aerostatics before the first solo flight.

SUBJECT	DATE	EXAMINER	SIGNATURE
Flight Rules and Aerostatics (BFRA)			
Radio Operators Certificate (if required)			
1st Solo Flight			
Meteorology and Navigation (BMAN)			
Sport Aviation human factors			
Non-controlled aerodrome endorsement			

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RECOMMENDATION FOR A FLIGHT TEST - INSTRUCTOR	
I _____ Instructor ARN _____ having flown with _____ consider that their competence is of a sufficiently high standard for them to take a flight test with an examiner. All mandatory Flight Training Exercises were completed to a competent standard on (Date) _____ including acknowledgment by the student that they have a thorough understanding of each Flight Training Exercise and have executed each Flight Training Exercise to a competent standard. The training exercise competency record on pages 60 to 63 has been correctly filled out and the examination record on page 64 is complete.	
Signed	**Date**

RECOMMENDATION FOR A FLIGHT TEST - STUDENT	
I _____ ARN _____ acknowledge that I have a thorough understanding of all Flight Training Exercises and have completed the Flight Training Exercises to a competent standard.	
Signed	**Date**

REPORT BY EXAMINER ON FLIGHT TEST	
Duration of Dual Component	
Duration of Solo Component	
Result PASS / FAIL	
Examiner Name	ARN.
Signed	Date

RECOMMENDATION FOR A FLIGHT TEST - INSTRUCTOR	
I _____ ARN _____ having flown with _____ consider that their competence is of a sufficiently high standard for them to take a flight test with an examiner. All mandatory Flight Training Exercises were completed to a competent standard on (Date) _____ including acknowledgment by the student that they have a thorough understanding of each Flight Training Exercise and have executed each Flight Training Exercise to a competent standard. The training exercise competency record on pages 60 to 63 has been correctly filled out and the examination record on page 64 is complete.	
Signed	**Date**

RECOMMENDATION FOR A FLIGHT TEST - STUDENT	
I _____ ARN _____ acknowledge that I have a thorough understanding of all Flight Training Exercises and have completed the Flight Training Exercises to a competent standard.	
Signed	Date

REPORT BY EXAMINER ON FLIGHT TEST	
Duration of Dual Component	
Duration of Solo Component	
Result PASS / FAIL	
Examiner Name	ARN.
Signed	Date

RECOMMENDATION FOR A FLIGHT TEST - INSTRUCTOR	
I _____ Instructor Number _____ having flown with _____ consider that their competence is of a sufficiently high standard for them to take a flight test with an examiner. All mandatory Flight Training Exercises were completed to a competent standard on (Date) _____ including acknowledgment by the student that they have a thorough understanding of each Flight Training Exercise and have executed each Flight Training Exercise to a competent standard. The training exercise competency record on pages 60 to 63 has been correctly filled out and the examination record on page 64 is complete.	
Signed	**Date**

RECOMMENDATION FOR A FLIGHT TEST - STUDENT	
I _____ ARN _____ acknowledge that I have a thorough understanding of all Flight Training Exercises and have completed the Flight Training Exercises to a competent standard.	
Signed	**Date**

REPORT BY EXAMINER ON FLIGHT TEST	
Duration of Dual Component	
Duration of Solo Component	
Result PASS / FAIL	
Examiner Name	ARN.
Signed	Date

Notes