vZJX Training Department
Practical Test Evaluation Standards

Test:	Class B Approach				
Student Name		**Date**		**Position Tested At**	
Item #	**Standard**	**P**	**O**	**Remarks**	
	General				
1	Demonstrates SOP/Policy Knowledge and Adherence				
2	Selects appropriate frequency for position				
3	Controller ATIS IAW SOP				
4	Understands common METAR elements				
5	Demonstrates understanding of speed restriction minima as outlined in 7110.65				
6	Demonstrates understanding of Holding Instructions IAW 7110.65				
7	Demonstrates understanding of Radar Identification techniques IAW 7110.65				
8	**Demonstrates/Understands application of traffic advisories when needed**				
	Airspace Knowledge				
9	Understands Airspace Lateral Boundaries				
10	Understands Airspace Vertical Boundaries				
11	Understands MVA's/MEA's of Airspace				
12	Understands any underlying Airspace				
13	Understands/Demonstrates knowledge of Restricted Airspace				
14	Demonstrates knowledge of NAVAIDS within Airspace				
15	Identifies NAVAID names by 3 letter ID				
16	Identifies Frequency for a given NAVAID				
17	Identifies 3 letter ID for a given NAVAID Name				
	Airport Knowledge				
18	Demonstrates knowledge of Airports within the lateral boundaries of Approach Airspace				
19	Identifies Airport Names from ICAO ID				
20	Identifies Runways available				
21	Identifies Approach procedures available				

22	Demonstrates ability to choose an appropriate Rwy in use based on current Wx			
Separation Knowledge				
23	**Understands and applies appropriate vertical/lateral separation standards**			
24	Understands controller/pilot responsibilities and proper phraseology for VFR-on-top clearances.			
25	**Understands/Maintains appropriate IFR separation prior to aircraft reaching the Approach Gate**			
26	**Demonstrates/Understands appropriate Class B Services to VFR Aircraft.**			
Departures				
27	Controller ID's himself upon initial contact.			

Item #	Standard	P	O	Remarks
28	Departures are properly released using acceptable release methods.			
29	Demonstrates/Understands release authorization to appropriate Local Control			
30	Demonstrates/Understands procedures for IFR release from uncontrolled airfields			
31	Demonstrates/Understands procedures for verifying aircraft altitude information			
32	Departures airspace around uncontrolled airports is protected until radar contact is established			
33	Ensures departures are handed off to Center at an appropriate departure gate/location, as applicable.			
34	Understands vectoring departures/missed approaches below MVA requirements IAW 7110.65			
35	Exhibits knowledge of difference between various types of Departure Procedures, and requirements for use.			
36	Understands Standard Instrument Departures (SID's) and Obstacle Departure Procedures (ODP) within airspace.			
Approach Clearances				
37	Demonstrates/Understands working knowledge of Approach Clearance Procedures IAW 7110.65			
38	Demonstrates/Understands proper phraseology for instrument approaches.			
39	Demonstrates/Understands working knowledge of Radar Vectoring IAW 7110.65			
40	Demonstrates appropriate intercept angles for final approach course			
41	Demonstrates/Understands proper phraseology for Instrument approach clearances for vectored aircraft (PTAC)			

Item #	Standard	P	O	Remarks
42	Properly relays Arrival Wx information when ATIS is not available			
43	Ensures arrivals are established on approach prior to transfer of communications to Local Control/Advisory Frequency			
44	Can locate and discuss the key components of any IAP and their importance (IAF, FAF, MAP).			
45	Demonstrates proper vectoring for non-precision approaches using an IAP and profile view.			
46	Demonstrates a "full approach" clearance and its significance along with Procedure Turns, NoPT, and holds in-lieu-of Procedure Turn			
47	Understands controller and pilot responsibilities during a No-Gyro Approach			
48	Understands/Demonstrates knowledge of circling approach clearance procedures.			
49	Understands controller/pilot responsibilities of a Contact Approach.			
50	Understands vectoring and clearances with regards to charted visual procedures.			

Item #	Standard	P	O	Remarks
51	Allows arrivals to uncontrolled airports to change to Advisory frequency, as soon as possible, when direct communication are no longer required			
52	Understands VFR Coded Routes (KAP)			
Handoffs and Point Outs				
53	Initiates handoffs in a timely manner			
54	**Completes handoffs prior to aircraft leaving lateral/vertical boundary**			
55	**Understands/Ensures Radio transfer is completed prior to aircraft crossing the lateral/vertical boundary**			
56	Demonstrates knowledge of surrounding ATC Facilities and their handoff points/requirements.			
57	Demonstrates ability to initiate, approve, deny point outs to/from other facilities. Knowledgeable in proper phraseology used in point out operations			
58	Understands coordination required with accepting controller prior to making any altitude or route/Heading changes after a handoff has been accepted			
59	Understands Beacon codes may not be changed prior to aircraft entering vertical/lateral boundaries			

Comments/Notes:

Number of Items Passed (Practical and Oral)		
Percentage is: (Number Passed) / 59 * 100 (< 6 wrong)		
Percentage		**Percentage**
Overall Evaluation		**PASS**
		FAIL
Instructor/Mentor Name:		

Instructions for use of this Form

Use of this checklist is mandatory for all Controller OTS Exams (Promotion and Re-Qualification) . All 59 items must be covered during the evaluation by either observing the student for each item, or via oral question. Students must pass 80% of all the items listed, with no Critical Task Failures. Regardless of OTS pass/fail status, ALL failed items will be reviewed with the student by the INS/MEN to ensure comprehension.

Place a "√" in each box that is successfully passed. If an item is failed, place an "X" in the appropriate block. If an item is covered in either the Practical or Oral box, place "N/A" in the opposite block. For each "failure" please enter a brief desc

  P= Practical Demonstration
O= Oral Discussion   **Bold Red Text=Critical Task**