Getting Registered with FAASafety.gov

The FAA has made a number of changes to several programs: safety seminar notifications and WINGS. These changes mean that pilots and mechanics need to be registered on the FAASafety.gov website to participate in these programs.

The FAA lists all the Safety Seminars on the SPANS – Safety Program Airman Notification System website. This site will send emails notifying you of upcoming seminars that meet your selection criteria.

The WINGS program is now Internet based. You create a profile and find out what credits have to be completed to earn your Basic, Advanced and Master WINGS.

Both of these programs rely on the FAA having you register, or create an account, on the FAASafety.gov website and give them a current email address that you check frequently.

The instructions below will show how to register on the FAA Website. If you have trouble, check the website for minimum computer system requirements. If the issue is your cookies setting, search your web browser help for how to customize your browser’s privacy or security setting to allow cookies from FAASafety.gov. You can also email webmaster@faasafety.gov for help with the site.

1. Type http://www.faasafety.gov into your web browser address bar.
2. Press Enter.
3. Single click on the Get Registered with FAASafety.gov button. Be patient while the page opens.
4. Click OK if you see the Security Alert box.

Note: Your Internet security settings will determine if you will see this box.
5. Read the instructions on the page.
6. Fill in your email address.

**Note:** If you do not have an e-mail address, follow the link under *Don't have an email address?*

7. Click the **Continue** button.

8. Fill in your **Last Name**.
9. Fill in your **Current Certificate Number**.
10. Click on the **Continue** button.

11. You will see a message indicating that your account has been set up and that you will be getting an email with your initial password.

**Note:** Be sure to check any spam blocking software to make sure that email will be allowed to you from FAASafety.gov.

12. Go into your email program.
14. Your initial password for getting into the system will be in the email.
15. Go to the FAASafety.gov website.
16. Login to Your Account
17. Fill in your email address
18. Fill in the password that you received in the email from the FAA.
19. Click the arrow to the right of the login blocks.

20. Click **OK** if you get the Security Alert box.

21. Make sure that your name is displayed correctly. This will be the name the FAA has on file with your certificate number.
22. Select your **Email Preference Type**.
23. Fill in your **New Desired Password**.
24. Fill in **Confirm New Password**.
25. Set your account preferences.

26. On the General tab, your zip code will be filled in. You can change the Radius for event notification. You can also add two other Zip Codes and Radii if you desire.

27. You can change your Email Preference Type.

28. Select your Email Notification Preferences. Suggested starting preferences are:
   - General Information
   - Local Air Safety Information
   - Modified Event Notifications
   - New Event Notifications
   - New FAASafety.gov Features

   Note: if you find that you are getting too much email from FAASafety.gov, you can go to Account Preferences and change your selection.

29. Click on the Certificates and Ratings.

30. Click in the check box for your Certificates and Ratings.

31. If you would like to be more detailed in your account profile, click on the Use the Advanced View. This is entirely optional.

32. The Advanced View gives a pilot the option of indicating aircraft covered by the Certificates or Ratings. It is also separated into sections for Pilot, Instructors, Mechanics and Others.

33. Click on Use the Simple View to get back to the view in Step 30.
34. Click **Save** button at the bottom of the page (you may need to scroll down to see it).

35. To change your Account Preferences once you have completed your initial registration, login to **FAASafety.gov**.

36. Go to the left side of the FAASafety.gov page.

37. Click on **My FAASafety.gov** to open the submenu.

38. Click on **My Preferences**.

39. Any time you want to change your password, you can click on the **Password** tab.

40. After you have filled in your **New Desired Password** and **Confirmed** it, click the **Save** button.

41. Clicking on the Change Email Address tab will give you a link for changing your email address and mailing address including your primary zip code.
42. To change your Email Notification Preferences, click on the General tab and make your changes.

43. To remove your FAASafety.gov account, click on the General tab.

44. Click on To remove your FAASafety.gov account, click here.

Note: deactivating your account will mean that you cannot register for SPANS events or have a WINGS profile.

45. Click on the I understand and Wish to Deactivate my FAASafety.gov Account.

46. If you get the Security Alert box, click Yes.

47. You will be taken back at the FAASafety.gov home page.

~~~ End of Procedure ~~~