

ATTENDANCE POLICY

However, the grade given for the overall lesson is not based on a cumulative grade point average (C.G.P.A.) for these tasks, but is expressed through the lowest grade given on that lesson/flight (as per FAA regulations). Students that are unable to complete all the given tasks in a given lesson will receive an “Incomplete” for that lesson. The lesson must be completed in full in order to receive a satisfactory grade.

Students that transfer into the course from a previous school must meet the same FAA standards for the remaining portion of the training. See transfer of credit and advanced status policy for details.

Students who are not on an authorized leave of absence and who fail to attend their given lessons 14 or more consecutive days will be terminated and withdrawn from school.

Each course (and course within a program) has two or three stage/progress exams before the End of Course Exam is given. Each progress exam must have a grade of “3” to pass, pursuant to the grades above. The End of Course Exam must receive a grade of “3” to pass. The End of Course Exam is not cumulative of the previous three progress exam grades, but is based on the standards specified by the FAA practical training standards for the individual certificate or rating sought.

Students who do not meet the FAA minimum requirements to pass their ground school exams, stage exams for flight, or written exams will not be eligible to graduate from their course. Students will have a meeting with their flight instructor and the flight department if they are having problems meeting the FAA requirements. A determination will be made at that point to decide what corrective action will be taken to resolve the problem. If a resolution is not possible, then the flight department will terminate the student from their course.

GROUND SCHOOL: (15:1) Minimum contact hourly requirements established by the FAA are prerequisite to the issuance of FAA certifications and ratings. As a result, these requirements are diligently enforced. Absences are classified as either excused or unexcused. An excused absence must be documented, otherwise an absence is considered unexcused. Regardless of the absence, class work missed must be made up prior to completion of the class. Three or more absences can lead to a failure in the class. Three tardies/early departures are equal to 1 absence.

The FAA 141 requirements state that students have to maintain perfect attendance for their respective ground school. Ground school starts every month (except December). Students are not allowed to enter the class if they are late. Each day that is missed by the student must be made up. Making up classes can be accomplished with the student’s flight instructor. In any case, in order to graduate ground school the student must have 100% attendance. Students are not allowed to miss more than 3 classes, and they must repeat the entire ground school if 3 or more classes are missed. Written/progress exams are given each week in ground school. Students are required to have an 80% or higher grade point average on each exam. Cumulative grade point averages on all exams are not accepted. Each exam must have a passing grade of 80% or higher.

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Consequences for Failing to Meet Satisfactory Academic Progress.

The following reasons why a student cannot graduate from a course/program:

1. Students that does not complete every flight lesson and/or every ground school lesson.
2. Students that do not receive a grade of “3” for every flight lesson, stage/progress exam and end of course exam.
3. Students that do not receive 80% or higher on weekly progress/written exams in ground school.
4. Students that do not receive a passing grade of 70% or higher on the FAA written exam.
5. Students are required to complete their programs within 150% of their scheduled program length notwithstanding, weather or emergency leave of absences. Students who do not complete their program within 150% of their scheduled program length will be terminated from the program.
6. Students in remedial instruction/academic probation that are unable to satisfactory meet FAR 141 minimum standards will be terminated from their FAA 141 course/program (see below).
7. Students not on a authorized leave of absence and fail to attend their given lessons 14 consecutive days or more will be terminated and withdrawn from school.
8. Students that withdraw from the course.

Appeals / Reinstatement Process. The FAA does not have an appeals or reinstatement process, nor do they offer remedial course work for student having problems getting through their course. The FAA standards are clearly made known to the student in each course and students understand that they must meet the practical training standards set forth by the FAA in order to graduate.

Remedial Instruction/Academic Probation. Students may be placed on remedial instruction and/or academic probation if their ground school grade point average drops below 80% (141 courses), or if students are unable to pass a stage/progress or end of course exam. Student can remain in remedial instruction and/or academic probation for no more than 30 days, notwithstanding weather. It is during this time that students must satisfactory meet FAR 141 minimum standards. Students that are unable to satisfactory meet FAR 141 minimum standards will be terminated from their FAA 141 course and/or program.

Academic Plan. Students that have been placed under remedial instruction and/or academic probation will receive counseling from the flight department. The flight department will assign a senior check instructor to fly with the student to help them overcome any difficulty they may have getting through a progress/written exam, lesson, stage/progress exam, or end of course exam. The senior check instructor will coordinate with the student’s instructor and provide the training necessary to help the student satisfactory meet the requirements to graduate set forth by the FAA. This includes free tutoring to assist the student. If the student is still unable to satisfactory meet the FAA standards within a 30 day period once the training is completed (notwithstanding weather), the student will be terminated from the FAA 141 course and/or program.