

I. COURSE DESCRIPTION:

This course is the introduction to flight training. For students with or without a private pilot licence, training will involve the first solo stage of flight training. Additionally, students will write the Sault College Private Qualification exam in order to qualify for writing the Transport Canada Written exam (PPAER)

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1. Fly the Zlin 242 solo (for Abinitio students)

Potential Elements of the Performance:

- Participate in Preparatory Ground Instruction classes, scheduled when required
- all of Transport Canada's requirements with respect to the first solo flight

2. Fly the Zlin 242 solo (For those who already have a Private Pilot Licence or a Recreational Pilot Permit)

Potential Elements of the Performance:

- Participate in Preparatory Ground Instruction
- flight training as outlined in the progress books in order to ensure that the skills are up to the solo standard.

3. Pass the Transport Canada Private Pilot Written exam (PPAER)

Potential Elements of the Performance:

- Pass the Sault College Qualification exam using knowledge learned in semesters 1 and 2 in order to be recommended to write the PPAER

III. TOPICS:

1. First Solo for Private Pilots
2. First Solo for Abinitio students
3. The Sault College Qualification Exam
4. The Transport Canada Private Pilot Exam (PPAER)

IV. REQUIRED RESOURCES/TEXTS/MATERIALS:

The Flight Training Manual

The Zlin Ground School Manual

The PSTAR study guide

The Flight Test Guide for Private Pilot Licence

Practice Exams as published by various distributors

Sault Ste Marie VNC Air 5001

Canada Flight Supplement

Headsets, Fuel tester

V. EVALUATION PROCESS/GRADING SYSTEM:

An important aspect of each dual flight is evaluation, and if the progress of a student is less than satisfactory on any dual flight, the flight may be repeated. If they are still not satisfactory, then the student's progress will be reviewed. Solo flights will only be conducted if the student is considered to be safe for solo. If there is any unsafe behaviour on a solo flight, the student's progress will be reviewed

For Abinitio students (those without a licence)

Abinitio students are required to be safe for their first solo flight by the lesson plan indicated for this exercise. Students that already have a significant amount of flight training, but no licence, will be allowed to accelerate their flight training by skipping some of the lesson plans. If their instructor feels that they will require those skipped flights, they can then do them. If after all available flights they are not considered safe for solo, then the extra flight time policy in section VI will apply.

For Private Pilot Licence Holders

Students who already hold a private pilot licence will be expected to be safe for solo flight by the first lesson plan that allows solo flight. Because of the flight experience already received, Private Pilots do not need the extensive amount of flight training that Abinitio students receive, so their flight training can be done in a shorter period of time. However, in order to accommodate those that have not had the opportunity fly for an extended period of time, they will be allowed one extra hour for every full year that they have not flown prior to commencement of flight operations in January. If they are not considered safe for solo at this point, then the extra flight time policy in section VI will apply.

For Recreational Pilot Permit Holders

Holders of a Recreation Pilot Permit have very similar training histories as Private Pilots; so most of what applies to Private Pilots also applies to Recreational Pilot Permit holders. Other differences will apply in Semester 3, and will be described in that course outline.

Preparatory Ground Instruction Quizzes

Quizzes based on the information covered in the Preparatory Ground Instruction may be given to determine a student's level of knowledge. Flying privileges may be suspended if a student fails a quiz, until such time that he/she can demonstrate that sufficient knowledge has been attained before attempting a lesson in the aircraft.

The Sault College Private Pilot Qualification Exam

Before a student can attempt a Transport Canada written exam, they must be recommended by the Flight Training Unit (this is a Transport Canada requirement). The purpose of the Sault College Qualification exam is to determine whether a student has sufficient knowledge to be recommended for the Transport Canada Private Pilot written exam. This exam will be as close to Transport Canada's exam as possible, and will be made up of 25 questions in each of the four major subject areas: Navigation, Meteorology, Air Law and General Knowledge. To be successful, each section must be passed with a minimum mark of 70%. If one or more sections are failed, the make-up exam policy in section VI will apply.

Note: All students, including those who already hold a licence, will write this exam.

The Transport Canada Private Pilot Written Exam (PPAER)

Only Abinitio and Recreational Pilot Permit holders need to write this exam. A representative of Transport Canada will administer this exam. Note that T.C. charges a fee of \$105 for this test, payable by cheque or money order (no cash). Students will be required to pass all sections in order to be admitted to the next semester. If any section is failed, **RE-WRITES BY SAULT COLLEGE WILL NOT BE ALLOWED, AND AN R GRADE FOR AVT120 WILL BE SUBMITTED!**

Miscellaneous

- Students may request a deferment of a test or flight for compassionate reasons. Compassionate Grounds for deferment will include but not be limited to death of an immediate family member, personal illness, or recent diagnosis of a serious illness of a family member. **Re-rides will not be permitted after the fact for compassionate reasons.**
- "U" grades in any subject at the end of a semester will result in termination from the program. Extra flying time required after failed flight tests is not permitted except as provided in the extra flight time policy in section VI.
- Attendance is mandatory for all flights unless approval is granted in advance.
- Due to the large amount of flying that must be done the following will apply. Students that do not show up on time, fail to show up and/or are not totally prepared for their flight, will be dealt with in accordance with the Sault College Standard Operating Procedures: Part 1 General Provisions.
- As stated in the letter of understanding signed at the beginning of the program, students are expected to be available for flying all day long, seven days a week,

including holidays. Notwithstanding this, attempts are made to provide at least 1 scheduled day off per week.

- Although attitude, co-operation, etc., are not graded, students may be terminated from the program based on their performance in this area (see section VI). These attributes are also considered in the selection of the Air Canada Award and other scholarships.

The following semester grades will be assigned to students in Aviation courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
S	Satisfactory achievement in field placement or non-graded subject areas. Student is safe for solo in the time provided by this course outline, passes the Qualification exam and the Transport Canada Private Pilot Exam (PPAER)	
U	Unsatisfactory achievement in field placement or non-graded subject areas.	
X	A temporary grade. This is used in limited situations with extenuating circumstances giving a student additional time to complete the requirements for a course (see <i>Policies & Procedures Manual – Deferred Grades and Make-up</i>).	
NR	Grade not reported to Registrar's office. This is used to facilitate transcript preparation when, for extenuating circumstances, it has not been possible for the faculty member to report grades.	

VI. SPECIAL NOTES:

Attitude and Conduct

Attitude plays an important role in your ability to exercise good judgment. Although attitude is not being graded, it affects your ability to learn as well as your safety as a student and future as a professional pilot. Students who display a strong tendency towards any of the five hazardous attitudes pose a grave risk to themselves and others. For this reason these students will be counseled and will be put on a behavioural contract. If counseling is ineffective, then the student will be withdrawn from the program.

The five hazardous attitudes are identified as Anti-authority, Impulsivity, Invulnerability, Machismo, and Resignation. These hazardous attitudes are described in “Human Factors for Aviation – Basic Handbook” on pages 151 and 152.

Denial of Appeal

Students may be summarily withdrawn from the Aviation Program for actions that adversely affect flight safety. These students will not be allowed to appeal this involuntary withdrawal. A partial list of offences appears below. Note that this is a partial list only, and other offences may also be subject to this policy.

1. Violation of the Canadian Aviation Regulations, whether Transport Canada has taken official action or not, that have a direct impact on flight safety.
2. Landing at other than a licenced or approved airfield, except for emergency or precautionary reasons, or an instructor is on board.
3. Low flying as defined in the Sault College Rules, Regulations and Safety Precautions for Flight Training.
4. Solo Aerobatic flight.
5. Solo Spin practice.
6. Solo formation flight. For this purpose, formation flight is defined as two aircraft intentionally flying within 1 nm from each other, and not under the control of any air traffic agency.
7. Handling of aircraft in any way that may endanger persons or property.
8. Fuel exhaustion.

Extra Flight Time Policy

Purpose

The purpose of providing flight time over and above, that which is already provided, is to help students who may learn at a slower pace, or to give a second chance on flight tests. Student success is the ultimate goal.

The following assumes that any skipped lesson plans or added flights have been used up. If a student fails a flight test or Prog ride, or is not considered safe for first solo flight at the end of the pre-solo stage, there are three possible courses of action:

1. Accept the grade assessed on the flight test or the pre-solo stage, and be withdrawn from the program.
2. Appeal the grade assessed if you feel that you have been unfairly treated.
3. Access extra flying time by entering into a learning contract. This contract outlines your deficiencies and determines the appropriate remedial training. Assuming that you have the extra time as described in the next section, this time will be used for extra dual and/or solo training, and another flight test or assessment will be done. A satisfactory result is required in order to continue. **By signing this contract, you relinquish the right to appeal an unsatisfactory grade.** (Student Rights and Responsibilities, section F 1(e))

If a student decides on #3, he or she will meet with the CFI or his designate. At this time a learning contract will be established which will outline the amount of remedial flying time that will be given, and methods used to determine if the student is up to standards. This will be based on any remaining extra time available to the individual student. Note that there has to be enough time for any required re-evaluation flight. If there is not enough time left over to do a re-test, then the student cannot take advantage of a learning contract. The student will be withdrawn whether or not they are on a contract.

If the extra flying time has been used up and the student still does not meet the requirements outlined in the learning contract, their progress will be examined. If no extenuating circumstances are found in the student's progress, that student will be recommended for involuntary withdrawal.

Once a semester is completed, students will start with new allotment of extra flight time appropriate for the semester that they are starting. Extra flight time does NOT carry over to the next semester, nor can it be used up at the end of the semester after all required flight tests have been successfully completed.

Application

The extra time available through a learning contract is listed below:

Abinitio and PPL	2 hours
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Conduct of the extra time

The learning contract will outline the details of the remedial training and the concluding point. The concluding point is typically (but not limited to) being assessed safe for first solo, or by passing a second prog ride.

Make-up exams with regards to the Qualification Exam

- Because it is uncertain as to the exact nature of the questions on Transport Canada's exams, the following make-up exam policy was developed in order to ensure a high probability that students will be successful on the T.C. exam.
- Make-up exams for the Qualification exam will be allowed only if no more than one section of was failed. If more than one was failed, then a make-up exam will not be allowed.
- The mark awarded on the make-up exam will then be averaged with the failed section of the qualification exam. In order to be successful, the average of the two attempts must be 70%. For Example, if a mark of 14 out of 25 was achieved in the Navigation section, a minimum mark of 21 out of 25 on the second exam must be achieved in order to be considered a pass.
- Re-writes after failing the Transport Canada written exam will not be allowed, and an "R" grade will be issued.

Special Needs:

If you are a student with special needs (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your instructor and/or the Special Needs office. Visit Room E1204 or call Extension 493, 717, or 491 so that support services can be arranged for you.

Retention of course outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Plagiarism:

Students should refer to the definition of “academic dishonesty” in *Student Rights and Responsibilities*. Students who engage in “academic dishonesty” will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Course outline amendments:

The Professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Substitute course information is available in the Registrar's office.

VII. PRIOR LEARNING ASSESSMENT:

Students who wish to apply for advanced credit in the course should consult the professor. Credit for prior learning will be given upon successful completion of a challenge exam or portfolio.

VIII DIRECT CREDIT TRANSFERS:

- Students who wish to apply for direct credit transfer (advanced standing) should obtain a direct credit transfer form from the Dean’s secretary. Students will be required to provide a transcript and course outline related to the course in question.