



FLIGHT DECK PROGRAMME EU CITIZENS



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Admissions \\ Scheduling \\ General Information

This documents sets out the procedure for applying for a place on the Flight Deck Programme (the Programme) and some important requirements relating to your participation in the Programme should your application be successful.

In addition to the requirements set out below, your participation in the Programme is subject at all times to Flying Time Aviation's general terms and conditions (the General Terms). To view or download the General Terms see www.fta-global.com

All capitalised terms used in this document will have the meaning given to that term in the General Terms unless otherwise stated.

By submitting your application to enroll on the Programme, you agree that the requirements set out in this document and the General Terms will become legally binding on you upon issuance by us of a written confirmation of your acceptance on the Programme (in whatever format that acceptance is delivered).

In the event of any conflicts or inconsistencies between the General Terms, the requirements set out below and any other documents pertaining to your enrolment and participation in the Programme, the General Terms shall prevail over the requirements of this document, which shall in turn prevail over any

other documents pertaining to your enrolment and participation on a course.

You must be 18 years of age on or before your course start date.

Medical Certificate

All professional licences in Europe require a Class 1 Medical Certificate. Therefore before applying to become a student with Flying Time Aviation you should obtain an EASA Class 1 Medical Certificate (which, for our courses will need to be issued by the UK CAA). For the medical examination requirements and bookings please visit www.caa.co.uk.

Please note it is your responsibility to ensure that you have a current and valid Class 1 Medical Certificate when you enrol on the Programme, and that you maintain it during your entire course. Flying Time Aviation cannot be held responsible or liable to you in any way in connection with you obtaining or failing to obtain this medical certificate.

You will not be permitted to fly an aircraft until we have been provided with a copy of your current and valid EASA Class 1 Medical Certificate.

Admissions

In order to book a place on the **Flight Deck Programme**, we require you to complete the appropriate admission forms (located at the end of this document) and return them to us via email admin@fta-global.com or by post to:

Admissions
FTA
Wingfield House
Brighton City Airport
West Sussex
BN43 5FF

You will also need to pay an initial payment of £14,000 for a course place to be allocated to you. This amount is non-refundable once we have confirmed your place on a course, except in exceptional circumstances, subject to our terms and conditions. The payment can be paid by card over the phone using number **+44 (0) 1273 455177** or by bank transfer.

We will notify you in writing (which includes by email) of whether your application has been successful and confirm your Programme start date.

Minimum requirements for course enrolment

In order to enrol we require candidates to hold at least 5 GCSEs at grade C (or 4 under the new system) or above (to include Maths, Science and English) or equivalent. 2 A Levels (in any subjects) are recommended but are not required for course enrolment.

Uniform

All students completing the Programme are expected to wear uniform. Aviation is a small world and you never know whom you might meet, for instance it may be a prospective employer.

The uniform is included within the course fee and will be provided to you on your first day of attending the Programme.

The uniform included consists of:

- 2 Pilot shirts
- 1 Pair of trousers
- 1 Tie
- 1 Sweater
- 1 High visibility jacket
- Student ID Card – A lost/replacement card is charged at £30

Course structure

We generally aim to run six Programmes each year so that a new Programme commences every couple of months.

The Programme is divided into: 2 theory phases, 4 flight phases and a Multi-crew Cooperation (MCC) section.

The exact structure of the Programme will vary depending on the course start date as set out below. The reason for this is to ensure the time is used efficiently depending on the weather seasons; for example the first flight phases are completed in the summer and the ATPL theory phase is mostly covered during the winter. Your planned course structure will be confirmed no later than one month before your course start date.

Please note that the Flight Deck Programme option A default course structure does not change. It is the 'Alpha' course structure throughout the year. Occasionally we may structure an option A course in a different order. Flight phase 1, 2 and 3 of option A are conducted in Teruel, Spain in PA28 aircraft.

Course Alpha:

Foundation theory

- Flight phase 1
- Flight phase 2
- Flight phase 3

ATPL theory

- Flight phase 4 & MCC

Course Bravo:

Foundation theory

- Flight phase 1
- Flight phase 2
- Flight phase 3

ATPL theory

- Flight phase 4 & MCC

Course Charlie:

Foundation theory

- Flight phase 1
- Flight phase 2
- Flight phase 3

ATPL theory

- Flight phase 4 & MCC

Course Delta:

Foundation theory

- Flight phase 1
- Flight phase 2
- Flight phase 3

ATPL theory

- Flight phase 4 & MCC

Course Echo:

Foundation theory

- Flight phase 1
- Flight phase 2

ATPL theory

- Flight phase 3
- Flight phase 4 & MCC

Course Foxtrot:

Foundation theory

ATPL theory

- Flight phase 1
- Flight phase 2
- Flight phase 3
- Flight phase 4 & MCC

The total duration of the course based on minimum hours to be completed is approximately 14-16 months.

Flight Bookings

The booking of flying slots is aimed to improve efficiency and minimise disruption. An aircraft operator, whether a flight training organization or an airline, is constantly faced with factors that are outside their control in order to accomplish a flight. Whilst we will endeavour to minimise any disruption caused by factors outside our control including (but not limited to) weather conditions, air traffic control, regulatory requirements and urgent aircraft maintenance, flying slots will be subject to cancellation or postponement on very short notice from time to time.

You acknowledge and agree that your schedule may be changed on very short notice and Flying Time Aviation will have no responsibility or liability to you in connection with postponement or cancellation of a flight.

Flight lesson scheduling:

In relation to the Programme:

- Students are required to complete nine hours a day, five days a week for the duration of the Programme except that a student can book up to 2 days off per calendar month provided we are given no less than 48 hours notice and there are no assessments or regulatory body examinations planned on the days you want to take off;
- Flying Time Aviation may expel any student who fails to achieve 90% attendance in any calendar month
- Before the course start date you will be sent a roster setting out the days and hours on which you must be available to fly and attend lessons at:

Wingfield House
Brighton Brighton Airport
Cecil Pashley Way
Shoreham-by-Sea
West Sussex
BN43 5FF

*Aeropuerto De Teruel
Teruel
Spain*

- A schedule for each Student setting out, inter alia, the time of all the Student's slots for the next day will be made available online by 20:00 the previous day. You are responsible for checking your individual schedules for the days when you are rostered to take flights/attend lessons
- If you fail to attend slot for a flying lesson without giving us more than 48 hours notice of your unavailability we will charge you a fee of £150.00

- Students will normally have 2 short slots of about 90 minutes or one longer slot lasting about 4 hours a day for flying, simulator sessions or one to one tuition, although this may not be possible for every day
- Requests for additional slots on rostered days off will be considered if availability permits, and provided operations manual limitations for 'duty days' are maintained.

Payment

The cost of the Flight Deck Programme is £63,950.00 for option A, or £77,950.00 for option B including VAT where applicable, and is based on you completing the Programme within course syllabus allocations for training hours and airport fees. Any additional required training/fees are charged at standard hourly rates in force at the time.

The Programme Fee is payable by an initial payment of £14,000 followed by 12 monthly payments of £4,162.50 for option A or £5,329.17 for option B. The first installment is due on the course start date, with the remaining 11 due on the 1st day of each month thereafter.

Overrun fees (for additional training) are issued on the 1st of each month detailing any additional costs incurred the previous month. Overrun fees are payable within 14 days of issue.

During the Programme

Theory sessions

Theoretical courses are conducted Mondays to Fridays from 0800 to 1700 with several breaks throughout the day.

Please note that all ATPL theory course materials are electronic and you will need to be in possession of an iPad with a UK registered Apple ID to access them. FTA are not able to facilitate the sale of iPads to students.

Flight phases

You will be scheduled to attend the Programme 5 days a week, 9 hours a day. Normally you will have 1 briefing per flight exercise. A lot of initiative, hard work and motivation are required to complete the course successfully and within the minimum hours.

When you are not flying you should be studying, preparing and planning flights.

You are encouraged to backseat as many flights as you can as a lot can be learnt from this. Sitting in the back of another student's flight will be subject to the student's and instructor's approval. If another student wishes to sit in the back seat of your flight, it will be subject to your approval.

English Language assessment

If English is not your native language, you will need to take a formal Aviation English language assessment during your course. This would ordinarily be conducted before taking your CPL flight test. There is an additional charge applicable for this assessment.

Accommodation

FTA can assist in arranging accommodation on request. Prices range depending on the accommodation required. Normally rooms within walking distance from the airport are available from £500 per month.

Food and beverages

There is a café located in the main terminal building serving hot and cold food throughout the day. FTA students can obtain a discount card giving 10% off published prices.

A vending machine and coffee machine are available in Wingfield house.

In Teruel, there are a selection of vending machines, and also a 3 course lunch available in the airport canteen.

Payment Methods

Installments can be paid by the following methods:

- Credit or Debit card
- Bank transfer

Bank details for payment transfers:

Flying Time Ltd

Lloyds Bank

Account No: 57727468

Sort Code: 30-99-93

IBAN: GB27LOYD30999357727468

Swift/BIC: LOYDGB21132

It is vital that your surname as the student is used as a reference on any bank transfer. There may be significant delays in allocating funds to your training account if this procedure is not followed.

Insurance excess waiver

The insurance excess is £1,750.00 for single engine aircraft and £2,750.00 for multi-engine aircraft.

If an aircraft is damaged through the student's negligence (for example, by landing with feet on the brakes or when parking or refuelling) then the student will be held liable for the cost of the insurance excess amount or the cost of repair, if less than the insurance excess. An optional insurance excess waiver fee is available for the flight deck programme which is charged at £190. You can choose to accept or decline the excess waiver in the relevant section of the application forms.

Personal details

Surname	
Forename(s)	
Date of Birth	
Nationality	
Gender (leave blank if you prefer not to state)	
Address	
Telephone Number	
Mobile Number	
Email Address	

Emergency contact

Surname	
Forename(s)	
Relationship	
Address	
Telephone Number	
Mobile Number	
Email Address	

Please ensure that the person you nominate above as being your emergency contact has provided their consent to you providing us with their information. We will only keep their information if you are admitted onto the Programme for the purpose of contacting them in an emergency situation.

Course Required

Flight Deck Programme (ATPL) – Option A (3 months in Spain)	
Flight Deck Programme (ATPL) – Option B (UK based training)	

Current Licences held (if applicable)

Private Pilot Licence		State of Issue		Expiry Date	
Commercial Pilot Licence		State of Issue		Expiry Date	
Flight hours		Total		Solo	

Uniform size

Trousers	Inside Leg Length (Inches)	Waist (Inches)
Shirts	Collar Size (men)	Shirt size (women)
Sweater	Size (S, M, L)	

Start date

Requested Start Date	
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Student declaration

By signing below you agree to our terms and conditions. For our full terms and conditions please visit our website www.fta-global.com

Signature of applicant	
Full name of applicant	
Date	

Insurance excess waiver for chosen course

Accepted	Please sign and date
Declined	Please sign and date

Where did you hear from us (optional)

Internet Search (Google etc)	
Online Research	
Recommendation	
Magazine (please specify)	
Newspaper (please specify)	
Online forum (please specify)	
Exhibition (please specify)	
Other (please specify)	



Official use
