VA | IHL Flight

OBJECTIVES

By the end of this session you should be able to:

- Understand Approval requirements for Flight programs at an Institution of Higher Learning (IHL)
  - IHL Flight In-house
  - IHL Flight Contract

- Properly certify flight tuition and fees

- Maintain records necessary for Flight compliance

CODES OF FEDERAL REGULATIONS (CFRs)

- Flight school must be FAA Part 141 or FAA Part 142 approved according to Title 38 CFR 21.4254 and 21.4263

- Flight training courses must follow the TCO's of the flight school that have been approved by the SAA with jurisdiction per Title 38 CFR 21.4252(m)

- May teach under FAA CFRs: Part 61, Part 141, or Part 142

Choose VA

POLICY ADVISORY

From C&L Advisory 223-15-01:

If the required amount of training is not specified, one cannot determine the point at which the student should be evaluated and deemed to have either gained or failed to gain the knowledge necessary to achieve the educational objectives of the course and, consequently, be given a passing or failing punitive grade.

In other words, a program cannot have a measurable and enforceable standard of progress without a specific training requirement that is the same for all students enrolled in that course.

- IHL has a contractual relationship with an approved vocational flight school

- Flight school must be FAA Part 141 or FAA Part 142 approved according to Title 38 CFR 21.4254 and 21.4263

- IHL may or may not teach ground school but the contractor provides flight training

- Flight training courses must follow the TCO's of the flight school that have been approved by the SAA with jurisdiction per Title 38 CFR 21.4252(m)

Choose VA

- The school must teach in accordance with the Vocational School's FAA-approved
    - Curriculum
    - Training Course Outline Hours

- The Vocational School must follow the school':
    - Academic calendar
    - Attendance
    - Grading policies

IHL WITH CONTRACTED FLIGHT

- IHL will clearly define the flight training requirements for each of the courses that include flight training in their catalog, VIB, or other publication
  - Hours must match Vocational School's approved hours

- Standards set forth must be applied to both veteran and non-veteran students alike

- IHL is responsible for collecting payment from students

- IHL is responsible for maintaining and providing training records to VA/SAA

Choose VA

ADD IT UP

Contracted Certified Flight Instructor Course

	Dual hrs	Rate	Instructor	Grd hrs	Rate	P/P hrs	Rate	Check Rd	Total
Contractor Weams	25	$1,450	n/a	64	$79	25	$79	$1,500	$44,781
Contractor Catalog	25	$1,450	n/a	64	$79	25	$79	$1,500	$44,781
IHL Published Rates	35	$530	$39	60	$39	0		$1,800	$24,055
TCO	25	n/a	n/a	64	n/a	37	n/a	n/a	

Choose VA

- Students may take AVIA 1111 flight lab until proficient enough to pass FAA Private Pilot certification.

- Students will fly between 35-55 hours in this course.

- If student is not ready to take FAA exam at the end of the course, the student may fly additional hours until proficiency is gained.

IHL WITH CONTRACTED FLIGHT

- Individual courses may be tied to an FAA certification or grade. Flight ratings may be broken up into several labs
  - IE Private Pilot Lab 1, Lab 2, Lab 3.

- Standards of progress must show at what point every student is to be evaluated.

- Incomplete grade policies must show how an incomplete grade is granted and what period of time the student has to complete the grade

- Where flights cannot be conducted because of inclement weather, mechanical problems, illness, etc., a policy for making up such missed flights must be specified

- Time limit for making up missed flights must be delineated

MISSED AND MAKE-UP FLIGHTS

- In no case may students fly and be certified to VA for more than the required hours in the course description. In the case of contracted programs, this will not exceed the approved TCO's at the flight school

- It should be rare that students need to make up flights after the end of the enrollment period

AIRCRAFT UTILIZED

- For VA purposes, aircraft also means FTDs/simulators

- Only the aircraft listed in the TCO may be used for a course

- The syllabus specifies when a specific type of aircraft must be used such as a complex aircraft (retractable landing gear), multi engine aircraft, etc.

AIRCRAFT UTILIZED

- Aircraft used by the flight school must be approved by the FAA in the TCO

- Substitutions may be allowed, but **only** in *very limited* circumstances

OTHER ODDS & ENDS

- Air Agency Certificates must be up to date for in house and contracted FAA Part 141 programs

- Any adjunct faculty hired by the IHL to teach a program must meet state/school qualifications
  - This is typically seen in contracted programs where the private pilot course is brought in house

- Make sure that prerequisites are clearly listed and logical
  - Example, Private Pilot before Instrument Pilot or Commercial Pilot before CFI

TIPS, TRICKS, and HELPFUL HINTS

- **READ, READ, READ!**
  - As a school, you are submitting these approvals to the SAA in your state. Please make sure to read these approval requirements and your school publications thoroughly before you submit them.
- **Phone a friend**
  - Ask your ELR or SAA for assistance. If you need to know the format to submit, where to submit, etc. Getting clarification early in the process can help reduce the potential for significant overpayments later.
- **Ask Questions**
  - If something doesn't make sense to you, it probably doesn't make sense to students who are enrolling in the program as well. Your ELR or SAA should be able to give guidance or provide examples of good policies.
- **Stand on the Code, the Regulations, and the Policy Advisories**
  - If your program meets the requirements of the US Code, the Regulations, and VA Policy Advisories you will have nothing to worry about after you submit them for approval.

Choose VA

- **Important to Remember:** College degree programs that contain an element of flight training are treated exactly the same as any other college degrees and all the same rules apply. They are standard college degrees, first, foremost, and always.

CERTIFYING FLIGHT COURSES

- Certifying these courses should look like all other courses. The school will define the beginning and ending dates of each term and will certify according to that previously defined term dates.

- Tuition and fees need to be associated with each course. IE Private Pilot Lab I has it's own tuition and fees, Private Pilot Lab II has it's own tuition and fees, etc

- Flight progress records should support the dates of the terms certified

- IHLs use standard and accelerated term dates just the same as for non-flight students

  - *Unless otherwise noted in catalog

- Flight courses are certified in appropriate credit hours just the same as any other non-flight students

ENROLLMENT DATES

All college credit courses must be certified for a specific period of time. Open ended enrollments are not acceptable under any circumstances. Without a specific time frame there is no way for VA to measure the rate of pursuit for a college course because rate of pursuit is based upon the quarter or semester hours being pursued and the time period of the pursuit.

Title 38 CFR 21.4203

- Title 38 CFR 21.9505 defines what Post-9/11 GI Bill® fees may be reimbursed. It specifies the only fees for which reimbursement may be made are "mandatory" fees. This means the exact same fee must be required for all students in the same program without exception

INCOMPLETE GRADES

- Follow your school's policy:
  - Example: The student is allowed up to 90 days after the end of the term to complete the flight training or be assigned a failing grade
- If flight fees are 'pay as you go', the flight charges may then be submitted to VA for reimbursement as an amended certification
- In no case may flight hours beyond the hours required in the FSDO-stamped syllabus(contracted) or school catalog (in-house) be charged to VA
- In no case may a penalty fee be charged to VA

STANDARDS OF PROGRESS

- Regardless of the fact that the flight school may have given late notice to the IHL of a change, the IHL is still held responsible for reporting all changes/terminations within 30 days

- Typical standards are tied to stage checks (e.g., failure to pass two stage checks will result in termination of the student's VA education benefits)

- Records must be maintained to reflect that the student was terminated and why, along with the date the IHL was notified of the unsatisfactory progress by the flight school

- Follow the approved refund policy for your school for all students. If your school has a separate policy for students in a flight training program, please make sure to follow that policy.

85-15% Ratio

- First, determine if the degree program has more than one path

- Tracks, as referenced here, should not be confused with majors, minors, concentrations and such (i.e. Fixed Wing/Helicopter)

- Calculate the 85/15 ratio <u>before</u> enrolling new students in the program. When you certify enrollment to VA (submitting a new VA Form 22-1999), you are stating to VA that the 85/15 ratio has been calculated and the program is in compliance.

COMPLIANCE SURVEYS

All Compliance Surveys:

- Student transcripts

- Attendance records (if applicable)

- Degree plans

- Application for admission or enrollment agreements

- Add/drop information

- Financial records or account ledgers or statements

- Transfer evaluation or prior credit granted

+ Flight Records:

- Student Flight logs

- List of Aircraft Tail Numbers

- Course Lessons' breakdown

- Invoice records from the flight school (if contract)

- Copies of Medical Certificates

- Instructors' Qualifications

- Approved Aircraft/Rate List

- Copy of MOU/contract between the school and the training provider.

- Whether contracted or in-house all documents requested should be supplied directly by the IHL hosting the compliance survey. These programs are owned by the school not the contractor. All records should be maintained on site.

Aviation Courses

AV2032	Aviation Human Factors and Flight Physiology	4
AV2033	Aviation Weather	4
AV2034	Aerodynamics	4
AV2127	Introduction to Aviation	4
AV2128	Air Traffic Control and Airspace	4

Technical Course Electives

14 credits is required 14

Students may choose from the 2000 or above technical category courses in AF, AV, AC, BA, CS, DT, FI, SM. AV3120 Aviation Safety Management and DT2001 through DT2008 Aircraft Dispatcher Courses/Certificate are recommended.

General Education Courses

55 credits is required 55

GC2002	Speech (required)	5
GC2004	English Composition (required)	5
GC2112	College Algebra (required)	5

15 additional credits (required) 15

Including required courses, students must choose a minimum of one (1) course from each discipline depending on prerequisites. Discipline areas are:

- Communications
- Humanities
- Math/Natural Science
- Social Sciences

25 additional credits (required) 25

3000 and above level courses are encouraged but not required. Students must choose a minimum of one (1) course from each discipline depending on prerequisites. Discipline areas are:

- Communications
- Humanities
- Math/Natural Science
- Social Sciences

Grade History

Course Code	Course Description	Credits Attempt	Credits Earned	Grade	Quality Points
Term: SP16	Spring 2016	From: 04/04/2016	To: 06/19/2016		
AF2103	Private Pilot - Flight 2	1.00	1.00	PA	4.00
ME1502	Medical Terminology	6.00	6.00	A	24.00
Term Totals:		7.00	7.00		8.00
Term GPA: 4.00	Cum GPA: 3.33				

Aircraft List

PA28 Piper Warrior	PA28 Piper Archer	PA28R Piper Arrow	PA44 Piper Seminole	C172 Cessna 172
N4337V	N2228Z	N8265S	N2197K	N2436N
N523PU	N4015J		N2083D	N2436W
N524PU	N92505			N5088Q
N536PU	N4370N			N5096C
N2240G				
$130	$130	$171	$260	$165

1. Is tail **#N5987U** on the approved Piper Aircraft lists?

2. Was student using personal aircraft?

Student repeated lessons:

Lesson 8: 24x

Lesson 9: 10x

Lesson 17: 25x

What is the school's Standard of Academic Progress Policy?

Fall 2016	From: 09/26/2016	To: 12/11/2016		
Instrument Flight 1	0.00	0.00	FI	0.00
Instrument Av Principles	5.00	5.00	B	15.00

YEAR	MONTH	DAY	SOLO	DUAL	GROUND	AMOUNT
2016	November	1			1.2	$ 67.65
2016	November	5		1.1	0.3	$ 278.16
2016	November	15		1.2	0.3	$ 301.92
2016	November	19			1.0	$ 56.38
2016	November	26		2.4	0.3	$ 586.92
		TOTALS:	0.0	4.7	3.1	$ 1,291.03

Complete Inst 1

YEAR	MONTH	DAY	SOLO	DUAL	GROUND	AMOUNT
2016	December	3		1.2	0.3	$ 301.92
2016	December	5			1.2	$ 67.65
2016	December	9		1.0	0.3	$ 254.41
2016	December	10		1.2	0.3	$ 301.92
		TOTALS:	0.0	3.4	2.1	$ 925.90

Fly Ahead Inst #2

Student completed the Instrument Flight course on November 26. Started flying the next course December 3- before the course started.

Private Pilot 2: -

Course flight dates

	Ground	Dual	Solo
14-Aug	0.4	1.1	
15-Aug	0.5	1.2	
16-Sep	0.1	0.7	
22-Aug	1.2		
29-Sep	0.3	1.3	
01-Oct	0.5		3.6
07-Oct	0.2		3
19-Oct	0.2	1.1	
02-Nov	0.4	0.9	
04-Nov	1.4		
09-Nov	1.8		
13-Nov	0.3	1.2	
14-Nov	1.4		
18-Nov	2		
20-Nov	1.7		
21-Nov	0.3	1.4	
01-Dec	1.4	0.4	
04-Dec	1.4		
08-Dec	0.8		
05-Dec	1		
12-Dec	2.8		
19-Dec	0.5	1.4	
21-Dec	1.5	0.8	
08-Jan	2		
01-Feb	1		
02-Jan	3		
09-Jan	1.8		
13-Feb	1.8		
19-Feb	0.3	1.2	
24-Feb	0.5	1.4	
25-Feb	1.5		
26-Feb	0.3	0.3	
Totals:	**35.3**	**14.4**	**6.6**

VA Approved
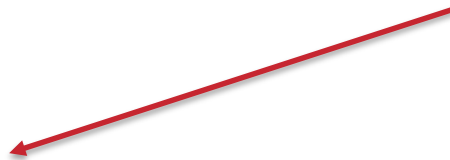
- **Ground: 11** @ $55/hr

- **Dual: 15.5** @ $185/hr

- **Solo: 11** @ $130/hr

Actual Solo Hours:

$130 * 11 = $1430

$130 * 6.6 = $858

Overpayment $572

Questions?