



CFI ACADEMY - TRAINING ENROLLMENT AGREEMENT

Today's Date: _____	Program Start Date: _____
Participant's Name: _____	
Street Address: _____	
City: _____	State: _____ Zip: _____
Telephone (home): _____	(cell): _____ Text: Y or N
Email Address: _____	
Emergency Contact: _____	Emergency Phone: _____

CFI Academy Program

Prerequisites

- Current FAA Commercial Pilot Certificate (or ATP) with Airplane Category (ASEL)
- A valid class III medical
- FIA and FOI written exams completed and passed
- 18 Years of age or older
- All Documentation Must be Presented and on File 7 days prior to class beginning

Program Includes

- 14 Hours – C182RG or DA40 (12 dual)
- 1 Hour – DA20 (dual)
- 40 Hours Ground Training
- 80 Hours Classroom Preparation
- 10 Hours Pre/Post Briefing
- Housing for duration of Training, if available and requested

Program Costs

- \$4,950 program total cost**
- \$500 non-refundable deposit required to reserve space
- \$4,450 non-refundable remainder due 7 days prior to class beginning

Program Requirements

This program is a 28-day Full-Time Program. In the case of more than 2 days of absences you will be required to re-start the program at a later start date. This program is non-refundable and requires your focused attention.

This contract is constructed under the laws of the State of Georgia. State of Georgia, Coweta County.

Training Enrollment Agreement

This agreement dated _____ between Falcon Aviation Academy, a Georgia Corporation located at 95 E. Aviation Way, Newnan, Georgia 30263 and _____ (wherein after called the participant). The participant is hereby enrolled in the CFI Academy Program. This program is designed for participants to get their Certified Flight Instructor Rating.

These projections are based on a normally anticipated time frame for completion for an average participant with due consideration of weather conditions adversely affecting the continuity of flight training and those minimum hours established by the FAA for certification and ratings. Courses are conducted under FAA Regulations Part 141 or 61 as applicable.

Falcon Aviation Academy makes no guarantee that the participant will obtain a certificate or rating, nor will complete his/her training within the time frame and hours, herein, above cited. Any additional ground or flight training will be charged at the current published rate. Course price adjustments will apply for aircraft and instruction rate increases.

Scheduling

Flight training is normally conducted seven days a week by a scheduled appointment with the Participant's assigned instructor. Schedules are on the online system which can be located on our website www.faa-air.com.

Participants are expected to attend the applicable ground school training. The costs of these classes are included in the course price and will be maintained by the ground instructors in a hard copy and digital record.

A "no show" fee will be charged for failure to attend a ground or flight session. The "no show" fee can be avoided if 12 hours or more notice of cancelation is provided or Falcon Aviation Academy is given enough notice to waive the "no show" fee.

Participants who fail to attend the prescribed number of ground school hours cannot graduate. If the absences are unexcused, make-up lessons will be charged at the retail rate for ground instruction. More than two absences will require the program to be re-started, with any additional charges the responsibility of the participant.

Payment Policy

Payments may be made in cash, check or credit card. Participants must bring the entire course payment at course start date.

Course Provisions

If at the completion of any course stated herein, the Participant does not meet the FAA standards for the certificate or rating, Falcon Aviation Academy will provide additional training at the applicant's expense. Falcon Aviation Academy will make all efforts to ensure that the Participant is adequately prepared for each flight test.

Refund Policy

Falcon CFI Academy is an intensive course, and is dependent on the participants to be a successful program. Resources, Instructors, and Administrative expenses are included in the program. If a participant, do to unforeseen circumstances needs to remove themselves from training sessions, they can reschedule their training to a later time. NO refunds will be granted. Training can be reassigned to a later time.

Any account with 365 days of inactivity forfeits all funds.

Catastrophic Interruption

In the event that training is delayed due to catastrophic damage or situation that arise outside of Falcon Aviation Academy's control, Falcon Aviation Academy has ninety days in which to restore flight and ground activities.

School Termination Policy

Falcon Aviation Academy reserves the right to terminate the Participant's training for any of the following reasons:

1. Non-Payment of any course cost.
2. Non-compliance with the school rules and regulations as described in the Policies and Procedures, which the participant has received, read and understands. <http://www.faa-air.com/wp/wp-content/uploads/2017/01/Policy-Safety-Procedures-4-15-15.pdf>.
3. Any act which adversely affects the safety and integrity of the flight-training program.
4. In the Participant's best interest when, in the judgement of Falcon Aviation Academy officials, insufficient progress is in evidence and no improvement is anticipated.
5. If the Participant consistently exhibits an attitude or demeanor, which in judgment of Falcon Aviation Academy officials is disruptive to the learning process of other participants.
6. If participant fails to report back to the school at the agreed upon date

Refunds, of unused portion of flight time can be applicable, if the individual is removed from the program at Falcon's request.

AIRCRAFT RENTAL POLICIES AND PROCEDURES

Pilot-in-Command Responsibilities

Initials

_____ Be Familiar with this information, and comply with its content.

_____ Conduct every aircraft operation in compliance with all current FAA and NTSB regulations.

_____ Purchase all material required by Falcon Aviation Academy, including aircraft manual and navigation charts.

_____ Operate each aircraft according to its Operating Manual and Falcon Aviation Policy.

_____ Operate only at FAA designated airports listed in the Airport Facilities Directory published by NOS, NOAA, Department of Commerce. (Except in emergency)

_____ Operations into airports other than hard surface (grass, turf or gravel) must have prior management approval unless an emergency has been declared.

_____ Report malfunctions and discrepancies to the Manager on Duty (678-953-3344).

_____ Complete a flight plan, if flying outside the practice area and leave a copy with Falcon Aviation Academy.

_____ Complete a dispatch form for all flights.

_____ No one is allowed to give instruction in a Falcon Aviation Academy aircraft, except approved instructors.

_____ Management must approve any passenger carried on a Falcon Aviation Academy aircraft.

_____ No one will ever allow a person who has not been checked out and approved by a company instructor to operate a Falcon Aviation aircraft.

_____ Report damage or other discrepancies prior to flight.

_____ All Participants are responsible for out of the ordinary cleaning after use. Falcon will provide any assistance possible, but the responsibility of cleaning the aircraft is that of the Participant. Professional cleaning services will be billed to the Participant if required.

_____ Falcon is not responsible for incidental expenses incurred due to aircraft mechanical problems while on cross-country flights. This includes hotels, meals or transportation. We will make every effort to retrieve the aircraft ASAP.

_____ For the safety and the comfort of others **NO SMOKING** is allowed in Falcon Aviation Academy aircraft, ramp or inside company facilities.

_____ Each Participant is responsible for a complete pre-flight inspection every time an aircraft is operated.

_____ Before any flight, the participant is expected to leave the aircraft secure and ready for the next flight This includes:

- Avionics and Master switch off
- Properly parking, chocking, and tying down the aircraft, install gust locks, control locks and pitot covers

- Returning contents of aircraft “can” to dispatcher. (key, checklist, squawk pad, handbook, etc.)

_____ Requested fuel reimbursements will be reimbursed with proper documentation at current fuel rates at KCCO. We encourage all pilots to use airports which have approved fueling accounts, so reimbursements aren’t needed.

_____ **I have received and read the Falcon Aviation Academy Policy and Procedures Manual.**

(View Online <http://www.faa-air.com/wp/wp-content/uploads/2017/01/Policy-Safety-Procedures-4-15-15.pdf>)

Currency

Initials

_____ The Participant will be current under FAA regulations (Flight review, night, instrument, aircraft make/model, etc.)

- Participants who have not flown a Falcon Aviation Academy aircraft in the preceding 60 days must schedule and receive an additional checkout to remain on the approved pilot list.
- Participants must receive a Falcon Aviation Academy annual flight review with one of our approved flight instructors in order to maintain currency in a Falcon Aviation Academy aircraft. This requirement is in addition to the above 60-day requirement and will consist of a minimum of a 1-hour flight. Participants wishing to satisfy the FAA flight review may do so at this time by adding a minimum of 1-hour ground.
- To Rent Falcon Aircraft, an individual must have completed two separate flights totaling 5 hours or more with a Falcon Instructor, and have been checked out to fly the aircraft. The simulator must be rented with a Falcon Instructor.

No Show/Cancelation Fee

Initials

_____ If a reservation (aircraft, instructor or both) is cancelled within 12 hours of the scheduled time, the Participant will be charged a cancellation fee of \$100.00. If the participant is 30 minutes late, the above cancellation fee may be charged.

Scheduling

Initials

_____ Customers may call the dispatcher on duty to reserve aircraft or use the online scheduler.

_____ No one may take an aircraft unless they have checked the schedule for the exact time and date of use.

_____ Customers should only reserve aircraft for the time of intended use. Aircraft must be back by the end of the scheduled block. Do not assume that the aircraft is not being used after the scheduled block even if no reservations are present upon departure, a reservation can be added while you are flying. If for any reason the aircraft will be late, contact Falcon Aviation Academy and inform the dispatcher of the delay. If after hours, leave a message.

_____ It is the customer’s sole responsibility to cancel the reservation as soon as possible. Do not assume that due to inclement weather the reservation will be canceled automatically.

Accidents/Incidents

Initials

_____ *I agree that I will exercise care when using the equipment, and will assume responsibility for the safe and legal operation of the equipment during my rental period. I understand that I am responsible for any or all damages to a Falcon Aviation Academy aircraft caused by my actions or inactions. I also understand that I will be responsible for the entire damage should my negligent or illegal operation void the insurance in effect. I agree to inform Falcon Aviation Academy promptly of any changes to the above information. I understand that insurance beyond flight school coverage is available to me, and is required.*

Insurance Requirements

Initials

_____ Falcon Aviation Academy requires all participants to purchase aircraft renter’s insurance with a minimum of \$250,000/\$25,000 (Incident/passenger) and \$20,000 physical damage limit, and provide a copy of the coverage binder prior to first flight.

Hobbs Meter vs Tachometer Times

Initials

_____ Hobbs meter times will be used for billing. If the Hobbs meter is inoperative, use the Tach time multiplied by 1.2 for the entry on the time sheet and report issue to management immediately. There are spaces for both Tach and Hobbs time on aircraft time sheet. Hobbs time indicated between 10th marks are to be rounded up to the nearest 10th at the time of check-in.

Rental Charge Minimum

Initials

_____ When scheduling an aircraft for extended periods, such as long cross-country flights, overnight stays, etc., the minimum fee is three hours rental per day. For multiple day bookings a fee of 3 hours per scheduled day will be assessed for cancellations occurring within 24 hours prior to scheduled rental time.

Payment

Initials

_____ The applicant hereby agrees to and accepts the following terms and conditions: Full payment shall be due upon completion of services rendered. If full payment is not received, the customer’s credit card as listed below will be charged for the account balance. In the event that the account remains unpaid and fees are incurred by Falcon Aviation Academy to obtain payment for services rendered, the applicant shall be accountable for all expenses incurred in the collection process. Falcon Aviation Academy reserves the right to asses a 10% monthly charge on any outstanding account balances for the added accounting and carrying costs. The applicant certifies that the above statements are true and have been made by the undersigned for the purpose of allowing Falcon to extend credit to the applicant.

CREDIT CARD INFORMATION

Credit Card information must be provided before your first flight. All credit card information will be kept under lock and key to preserve the participant privacy.

Name on Card: _____ Card Type: _____

Credit Card Number: _____

Expiration Date _____ CCV _____
(3 or 4 digit security code)

Signature of Card Holder: _____

Training Enrollment Agreement Signature

I have read and understand the rules, procedures, and billing terms in this document. I agree to comply in full with all of the terms of this document. Notwithstanding any contentions to the contrary, this document contains all agreements made between the parties hereto. No representation, statements, promises or warranties of any kind are implied and are not binding upon the parties unless in writing and signed by all parties hereto. I have read and understood this Training Enrollment Agreement in its entirety.

Participant Signature: _____ Date: _____

School Official: _____ Date: _____

Marketing Survey

So we can better serve you and our other customers we would greatly appreciate if you could take a few minutes and answer a few questions regarding how you came to find and choose us.

- Education Level: High School Some College College Graduate Other
- Income Level: Under \$50,000 \$50,000-\$100,000 \$100,000 and above

How did you hear about Falcon Aviation Academy?

- Website/Google
- Event/Airshow
- Referral (Name of referral: _____)
- Local Advertisement
- Other: _____

What was your deciding factor in choosing Falcon Aviation Academy?

- Price
- Location
- Programs Offered
- Employment Opportunity (CFI)
- Scheduling
- Fleet/Planes
- Staff/Instructors

Thank you for taking the time to answer these questions. We look forward to serving you in the future!



FALCON AVIATION ACADEMY
Newnan - Peachtree City - Athens