



SUU Aviation Student Handbook

Supplement to
Southern Utah University
Student Handbook
and
General Catalog

ALL students participating in aviation courses at Southern Utah University are responsible to read, understand, and follow the policies in this handbook.

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Course Registration Policies

Prerequisites and Corequisites

The sequence and timing of ground schools and flight labs is critical to student success. In addition to successful training, the FAA and other entities including program accrediting entities expect prerequisites to be established and enforced. Prerequisites and corequisites are outlined in the current SUU catalog. Registrations will follow these prerequisites and corequisites.

Waiver Requests

Any variance from these registration policies will require approvals as appropriate from authorities at the airport as well as campus. Deviations will not be considered without justifiable reason. Airport approving authorities include Director of Flight Operations and Executive Director of Aviation. Campus approving authorities include only Chair of Aviation Sciences.

Extensions

Any flight lab extensions are expected to be completed as soon as possible. In cases where extensions need to continue in the next flight lab until the extended flight lab is completed.

Course Retake Policies

Flight Lab

Any student who fails a flight lab must receive a formal review before the student is allowed to enroll. Retakes must receive authorization from the Executive Director of Aviation Sciences.

Noti

Students must score greater than 90% on a proctored practice exam prior to receiving a written test endorsement.

Safety

Southern Utah University's Department of Aviation takes safety very seriously. If at any point a student places persons or property at risk, they will be immediately dropped from the course and receive a failing grade. Furthermore, and at their sole discretion, SUU's Aviation Safety Committee will determine if the student is able to continue within the degree.

Starting January 2019, all new students entering the Rotor Wing program will be subject to the following weight limits:
190 lbs and above will be required to fly the Robinson R44 Raven II
Below 190 lbs will be required to fly the Robinson R44 Cadet

Final Exams

Upon completion of a flight lab the student must take their checkride with the first available Designated Pilot Examiner (DPE). If the student does not complete the checkride they will receive a failing grade for the assignment.

Instructor Expectations

The assigned instructor is expected to be punctual and professional. If the assigned instructor no shows a student they will be given a written warning. If the instructor has a second "no show" the instructor will be considered for termination.

Notification of maintenance and weather cancellations will be the responsibility of the assigned instructor. When a training flight block is cancelled for any reason, a ground training will be substituted during that same block.

Exhibit A Certificate Flight Lab Grading Sheet

Student Name: _____

Semester & Year: _____

Flight Lab: _____

Flight Instructor: _____

EOC Check Instructor: _____

If student has not started flying or is incomplete, indicate the reason(s) why:

please provide a comprehensive grade based on the EOC stage check using the grading matrix. Additionally, please provide a flight skills and ground knowledge grade based on the ground and flight training records provided by the primary instructor. Please remember:

There will be a full letter grade reduction for each failed attempt at EOC stage check. If a student does not meet course standards and a tutor lab is needed, a C is the maximum grade possible.

[15%] Flight Skills _____ [15%] Ground Knowledge _____ [50%] EOC Stage Check _____

[10%] Attendance _____ [10%] Check Ride _____

Grading Matrix

| Grade | Lab Completion Standard (LCS) | Letter Grade Equivalent |
|-------|-------------------------------|-------------------------|
| 1 | Exceeds LCS | A |
| 2 | Meets LCS | B |
| 3 | | |
| | | |
| | | |

Instructor Comments:

Non-Certificate Flight Lab Grading Sheet

Student Name: _____

Semester & Year: _____

Flight Lab: _____

Flight Instructor: _____

EOC Check Instructor: _____

If student has not started flying or is incomplete, indicate the reason(s) why:

please provide a comprehensive grade based on the EOC stage check using the grading matrix. Additionally, please provide a flight skills and ground knowledge grade based on the ground and flight training records provided by the primary instructor. Please remember:

There will be a full letter grade reduction for each failed attempt at EOC stage check. If a student does not meet course standards and a tutor lab is needed, a C is the maximum grade possible.

[20%] Flight Skills _____ [20%] Ground Knowledge _____ [50%] EOC Stage Check _____

[10%] Attendance _____

Grading Matrix

| Grade | Lab Completion Standard (LCS) | Letter Grade Equivalent |
|-------|-------------------------------|-------------------------|
| 1 | Exceeds LCS | A |
| 2 | Meets LCS | B |
| 3 | Meets LCS with Verbal | C |
| 4 | Meets LCS with Physical | D |
| | | |

Instructor Comments:

I certify that this catalog is true and accurate in content and policy.

Signature

Date