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| June 8     | Registered for Courses; FTSP Final Approval  
- All registered requirements must be met and all remaining documents must be submitted to FlightLab@mtsu.edu in order to remain eligible for a flight lab for the Summer 2022 semester.  
- All students are required to obtain any prerequisite pilot certificate or rating for their respective flight lab by the end of this day or they will lose their lab slot.  
- Students must also be registered for the lab and all co-requisite courses by the end of this day or they will lose their lab slot.  
- International students in labs that require TSA approval must be granted “Final Approval” from the Flight Training Security Program (FTSP) by the end of this day or you will lose your lab slot.  
- We will review Spring 2022 GPAs to verify retention eligibility for Summer 2022 flight labs.

| May 13     | Flight Account Fully Funded  
- All students must have all flight lab fees deposited into their flight account by 4:30 pm on this day or have received a waiver from FlightLab@mtsu.edu.

| May 16     | First Day of Summer Flight Labs  
- All students will be required to attend the “First Day Briefing” with the Flight Training Managers. Please do not skip any class for this. This meeting will be held in LRC 221 at 5 pm.  
- All incomplete students from the Spring 2022 semester will have the option to continue their flight training in the summer or postpone until the fall semester. Students continuing over the summer will be held to the summer attendance policy and will be required to meet with their instructor until the FAA checkride is complete.

| May 23     | All Flight Lab Retention Requirements Met  
- All requirements listed in the Flight Lab Guide must be met by the end of this day. This includes presenting your T.S.A. documentation and purchasing your required materials.

| June 20    | Mid-Semester Meeting with Chief Instructors  
- All students will be required to attend the “Mid-Semester Briefing” with the Flight Training Managers. Please do not skip any class for this. This meeting will be held in LRC 221 at 5pm.

| June 30    | Fall 2022 Flight Lab Request Forms Due  
- Submit your form no later than this date. Request forms can be accessed via a link on the MTSU Aerospace homepage. Late applications may not be considered.  
- All files must be submitted in JPEG or PDF formats.  
- Be sure to follow all instructions carefully.  
- Students will receive an automated response verifying receipt of the submission if all instructions are followed but are strongly encouraged to save a copy for future reference.

| July 14    | Fall Flight Lab Awards Announced  
- Students will be notified by email of their lab award status.  
- Read carefully and complete any necessary steps before the deadlines noted in the award email.  
- Should your cumulative GPA drop below a 3.00 once grades post (or 2.50 if enrolled prior to Fall 2020) from the summer semester, you will lose your flight lab slot.

| August 5   | Last Day of Summer Labs; Incomplete Deadline; FAA Written Tests Due  
- Incomplete students from the spring 2022 semester who elected to fly during the summer must be checkride complete by this date or you will receive a grade of “F” for the course.  
- Checkrides may not be scheduled after this date for incomplete students.  
- FAA written tests must be completed on or before this date, with a passing score of 70 or better, or you will receive a grade of “F” for the course. If not passed, flight training will cease until all written test(s) is/are completed and the student re-registers in the course.  
- Submit 2 photocopies of your test results to your flight instructor.  
- If the end-of-course (EOC) is taken before this date, the written test must be passed before the EOC.

| August 7   | Summer 2022 Grades Due  
- We will begin the process of evaluating your GPA to see if you qualify for retaining a Fall 2022 flight lab.

| August 14  | Fall 2022 Registration and Retention Deadline  
- All remaining requirements must be met and all remaining documents must be submitted to FlightLab@mtsu.edu in order to remain eligible for a flight lab for the Fall 2022 semester.  
- All students are required to obtain any prerequisite pilot certificate or rating for their respective flight lab by the end of this day or they will lose their lab slot.  
- Students must also be registered for the lab and all co-requisite courses by the end of this day or they will lose their lab slot.  
- International students in labs that require TSA approval must be granted “Final Approval” from the Flight Training Security Program (FTSP) by the end of this day or you will lose your lab slot.

| August 19  | Flight Account Fully Funded  
- All students must have all flight lab fees deposited into their flight account by 4:30 pm on this day or have received a waiver from FlightLab@mtsu.edu.

| August 22  | First Day of Fall Flight Labs  
- All Spring 2022 incomplete students that elected not to continue their flight training over the summer must resume training as of this date. Students will be held to the fall attendance policy and will be required to meet with their instructor accordingly until the FAA checkride is complete.