IMPORTANT!!! READ ALL!!!

SPRING 2020 FLIGHT LAB DEADLINES

THESE DEADLINES APPLY TO ALL FLIGHT LAB STUDENTS
(PVT, IFR, COM, XC, MULTI, CFI, CFII, MEI, TAILWHEEL, ADV. TAILWHEEL)

January 12 – Spring 2020 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 Spring 2020 semester. All students must have obtained their 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. If you are an International Student, you must also have been granted “Final Approval” from the Alien Flight Student Program (AFSP) by the end of this day or you will lose your lab.

January 17 – Flight Account Fully Funded – All students must have their flight lab fees (full amount) deposited into their flight account by 4:30 pm on this day or have received a waiver from the Flight Operations Program Manager.

January 21 and 22 – First Days of Spring Flight Labs – All students will be required to attend one of the “First Day” meetings with the Chief Instructor (DO NOT SKIP ANY CLASS FOR THIS). Meetings will be held at 9:00 a.m. and 1:00 p.m. on both days in the Honors building on campus (Honor 106).

***NOTE: All Fall 2019 incomplete students must resume flight training. All students will be held to the attendance policy and will be required to meet with their instructor accordingly until their FAA checkride is complete.

January 26 – All Other Flight Lab 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 purchased your required materials.

March 23 and 24 – Mid-Semester Meetings with Chief – All students will be required to attend one of the “Mid-Semester” meetings with the Chief Instructor (DO NOT SKIP ANY CLASS FOR THIS). Meetings will be held at 9:00 a.m. and 1:00 p.m. on both days in the Honors building on campus (Honor 106).

April 15 – Summer 2020 Flight Lab Request Forms Due – Submit your form electronically no later than this date. Request forms can be accessed via a link on the MTSU Aerospace website. Be sure to fill out a separate application for each flight lab desired, ensure all instructions are followed and submit it electronically. You will get an automated response verifying receipt of the submission if all instructions are followed.

***NOTE: Form MUST be submitted online to be considered. ***NOTE: Late applications may not be considered.

April 22 – FAA Written Tests Due (First Attempt) – Submit 2 photocopies of your test results to your flight instructor.

***NOTE: You must submit your test results on or before this date, regardless of the score, or you will receive a grade of “F” for the course.

April 23–Summer 2020 Flight Lab Awards Announced – Check your e-mail to see if you’ve been awarded a flight lab. Once you have been notified that you have received a lab, have registered for it via Pipeline, and have met all course prerequisites, you may have the option to begin flight training prior to the start of the Summer semester.

***NOTE: Should your cumulative GPA drop below a 2.50 once grades post from the spring semester, you will lose your summer flight lab slot.

April 29 – Last Day of Spring Flight Labs – If a second attempt is required to pass the FAA written test, then those test results are due on this date. Submit 2 photocopies of your test results to your flight instructor.

***NOTE: You must submit your test results on or before this date, indicating a passing score of 70 or better, or you will receive a grade of “F” for the course.

May 7 – FAA Checkrides Complete and Registered for Co-requisite Courses – In order to receive priority for a Fall 2020 flight lab, students need to have their FAA checkride completed by the end of this day; be register for AERO 2230 (if applicable); and not be taking a summer flight lab.

May 8 – Summer 2020 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 Summer 2020 semester. All students must have obtained their 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. If you are an International Student, you must also have been granted “Final Approval” from the Alien Flight Student Program (AFSP) by the end of this day or you will lose your lab.

May 11 – Spring 2020 Grades Due – We will review Spring 2020 GPAs to verify retention eligibility for Summer 2020 flight labs.

May 15 – Flight Account Fully Funded – All students must have their summer flight lab fees (full amount) deposited into their flight account by 4:30 pm on this day or have received a waiver from the Flight Operations Program Manager.

May 18 – First Day of Summer 2020 Flight Labs

***NOTE: All Spring 2020 incomplete students that resume flight training for the summer semester will be held to the attendance policy and will be required to meet with their instructor accordingly until their FAA checkride is complete.