



## 1. Ground School

### a) Overview

- i) Ground classes are a mandatory component of any Pilot Licence; the Canadian Aviation Regulations define the minimum required number of training hours on course and the required topics of study. A Private Pilot Licence requires 40 hours of instructions where 80 hours is required for a Commercial Pilot Licence.
- ii) Provisions in the regulations allow for a few different methods to obtain the required training times. Permissible methods would include:
  - a) Training in a group classroom environment
  - b) Individual one-on-one training with an instructor
  - c) An online course
  - d) Documented self-study

### b) Performance Criteria

- i) **Attendance**
  - a. 25% of your total course grade will be derived from your class attendance.
- ii) **Participation**
  - a. 10% of your total course grade will be derived from class participation. It is expected that all students are active participants in the class and should be involved in discussions, asking questions, and note taking.
- iii) **Topic Exams**
  - a. 20% of your total course grade will be derived from the results of the 10 topics examinations administered throughout the course.
- iv) **Class Project**
  - a. 5% of your total course grade will be derived from your class project. This is a Human Factors project focused on an accident investigation.
- v) **Final Exam**
  - a. 40% of your total course grade will be derived from the results of your final examination. The final examination will be administered following one full rotation of the course material. This examination is a significant indicator of your readiness to challenge the Transport Canada written examination.

### c) Penalties

- i) **Attendance**
  - a. A 2% course mark penalty will be assessed against any student that fails to attend scheduled ground classes. Students are expected to attend all scheduled ground classes unless prior arrangements or permissions have been secured.
- ii) **Punctuality**
  - a. A 1% course mark penalty will be assessed against any student that arrives to class after the scheduled class start time or returning to class following a break. The classroom door will remain open for 5 minutes following the posted start time allowing entrance into the class after which time the door will be closed and entry will not be permitted until the next break time, in the case of returning following the last break entrance will not be permitted for the remainder of the session.
- iii) **Illnesses**



## Ground School Policy

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- a. Students will be permitted a maximum of 3 sick days per ground school session without penalty. Students with an excessive number of absences due to illness will be subject to the procedures as identified in the Medical Fitness Policy.