**This Enrolment Contract is subject to the *Private Career Colleges Act, 2005* and the Regulations made under the Act**.

1. **COMMERCIAL PILOT’S LICENCE SCOPE.** A licensed commercial pilot may act as pilot-in-command of an aircraft for compensation or hire, as well as carry persons or property for compensation or hire. Some examples of possible employment include: agricultural spraying, air ambulance, forest fire fighting, charter, sightseeing; and with additional qualifications, as a flight instructor, and as a pilot with on demand and regional air companies. It is also an intermediate step to pursuing an Airline Transport Pilot licence.
2. **No Guarantee. Employment in the Aviation Industry is subject to market forces. Therefore, Global Flight Training Systems cannot guarantee employment nor the successful passing of Transport Canada Civil Aviation exams and / or flight tests for any student who successfully completes a Commercial Pilot Licence programme offered by Global Flight Training Systems.**
3. **CREDENTIALS.** Transport Canada Civil Aviation is the sole authority for issuing a Commercial Pilot Licence - Aeroplane. A Pilot Training Record and Pilot Flight Log are a pilot’s personal documents and are retained by the pilot (student) after entries are made. Global Flight Training Solutions will maintain records of your training; but these are not considered credentials.
4. **TRANSPORT CANADA REQUIREMENTS FOR A COMMERCIAL PILOTS LICENCE.** The training requirements for a Commercial Pilot’s Licence as established by Transport Canada are summarized as follows:
   1. An applicant shall have completed a minimum of 80 hours commercial pilot aeroplane ground school instruction,
   2. All applicants shall have obtained a minimum of 60% in each of the four mandatory subject areas (Air Law, Navigation, Meteorology, and Aeronautics) as well as in the overall written examination Commercial Pilot Licence — Aeroplane (CPAER),
   3. An applicant shall have completed a minimum of 200 hours flight time in aeroplanes, of which a minimum of 100 hours shall be pilot-in-command time including 20 hours cross-country pilot-in-command flight time, and
   4. following the issuance of a private pilot licence — aeroplane by Canada or another contracting state, have completed 65 hours of commercial pilot flight training in aeroplanes consisting of a minimum of:
      1. 35 hours dual instruction flight time, under the direction and supervision of the holder of a Flight Instructor Rating — Aeroplane, including:
         1. 5 hours night, including a minimum of 2 hours of cross-country flight time;
         2. 5 hours cross-country, which may include the cross-country experience stated in subclause 1. and
         3. 20 hours of instrument flight time in addition to the experience stated in subclauses 1. and 2. . A maximum 10 hours of the 20 hours may be conducted on an approved aeroplane simulator or synthetic flight training device.
      2. 30 hours solo flight time including:
         1. 25 hours solo flight time emphasizing the improvement of general flying skills of the applicant which shall include a cross-country flight to a point of a minimum of 300 nautical mile radius from the point of departure and shall include a minimum of 3 landings at points other than that of departure; and
         2. 5 hours solo flight time by night during which a minimum of 10 takeoffs, circuits and landings were completed.
5. The above represents ***minimum*** requirements. An average student requires *xxx* hours of flight time before challenging the Commercial Pilot Licence flight test.
6. See Canadian Aviation Regulations Standard 421.30 Division VII – Commercial Pilot Licence Aeroplanes for detailed requirements. [https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/standard-421-flight-crew-permits-licences-ratings-canadian-aviation-regulations-cars](about:blank)  .
7. Transport Canada also provides a Study and Reference Guide for the Written Exam, see [https://tc.canada.ca/sites/default/files/migrated/tp\_12881e.pdf](about:blank) and the Flight Test, see [https://tc.canada.ca/en/aviation/publications/flight-test-guide-commercial-pilot-licence-aeroplane-tp-13462](about:blank)
8. **WHAT DOES GLOBAL FLIGHT TRAINING SOLUTIONS PROVIDE?** Global Flight Training Solutions provides training to develop a student’s knowledge and flying skills so that they are in a position to successfully challenge the Transport Canada - Commercial Pilot Written Exam and Flight Test.
9. Global Flight Training Solutions is authorized to provide this training by Transport Canada – Civil Aviation and its Commercial Pilot Licence training is approved as a vocational program under the *Private Career Colleges Act, 2005.*
10. Global Flight Training Solutions provides a structured course of knowledge based and practical flying instruction and ground school designed to meet the requirements stated in the Canadian Aviation Regulations for a Commercial Pilot Licence - Aeroplane.
11. **GROUND SCHOOL** will be based on an online course provided by one of the following companies:
    1. Pilotraining.ca [https://www.pilottraining.ca/index.php](about:blank) . Course description at [https://www.pilottraining.ca/index.php?dispatch=products.view&product\_id=249](about:blank) **,** or
    2. or Canadian Flight Trainers[https://www.myflighttraining.ca/](about:blank) **.** Course description at [https://www.myflighttraining.ca/courses/commercial-pilot-ground-school](about:blank), or
    3. Level Flight.ca [https://levelflight.ca/](about:blank) . Course description at [https://levelflight.ca/products/commercial-pilot-ground-school](about:blank)
12. Flight Instructors will supplement this ground school through fee based in person instruction as requested by the student or groups of students.
13. **FLIGHT TRAINING** will include ground briefings, dual (with an instructor) flying and solo (student as pilot in command) flying. Solo flying solidifies training through experience. All instructors hold the requisite qualifications established by Transport Canada.
14. F**EEDBACK** Students will be provided with performance feedback at intervals during their flight training. The online ground school training uses progress check tests and on successful completion of these tests provides a recommendation for the student to challenge the Commercial Pilot Licence written exam.
15. **MULTI ENGINE AND IFR RATINGS** Acquiring a Multi-Engine Rating and Instrument Flight Rating are highly recommended before attempting the Commercial Pilot written exams and flight tests. Training for these ratings are offered by Global Flight Training Systems and approved by Transport Canada; but are not subject to the Private Career College Act 2005.
16. **CHARGE RATES AND FEES.** Global Flight Training provides training using a pay as you go approach. This allows students to manage their training pace and expenses and lessens the risk of having paid for training that they have not, or will not complete. The rates or fees for the components of this approach are attached as a Charge Rates and Payment of Fees Schedule and form part of this contract. Aircraft rental rates may be adjusted due to economic considerations that may be experienced by GFTS; but not limited to maintenance price increases, operational and navigation support services and subscriptions, landing fees allocated to training / flights, insurance rate increases, facility charge increases, misuse of aircraft charges, insurance rate increases and fuel surcharges associated with the increase of fuel prices above the base cost of fuel that aircraft rental rates were calculated on. Students will be advised of any rate changes 10 working days before they are put into effect. Should a student fail to cancel with at least 24 hours prior notice, arrive late or "no-show" for a booking, fees for an aircraft cancellation failure and/or for an instructor cancellation failure will be charged.
17. **Flying** **Hours**. Hours required to meet standards may be more than the minimum requirements. The ability to be able to successfully challenge the Commercial Pilot Licence written exam and flight test is dependent on the student’s level of engagement, aptitude, comprehension of what has been taught and demonstrated skill.
18. Fees are paid by the student to an independent third-party vendor for the ground school online training modules as well as personal equipment. Instructor fees (ground school when requested and ground briefings associated with flight) and airplane flight fees are payable immediately after services are rendered. Failure to pay fees when due will result in cessation of training.
19. **INSURANCE** Global Flight Training Solutions carries liability insurance.  However, this insurance includes a deductible of $10,000 *(this number needs to be confirmed)* payable by the Pilot in Command. This deductible would be payable by the student when he/she/they fly solo whether to build hours or when on a recreational flight for any and all damages resulting from negligence while the aircraft is under their care, custody and control. This deductible can be significantly reduced when the student carries additional insurance that when in force reduces the deductible significantly. If the student is a member of the Canadian Owners and Pilot Association (COPA) they can access this insurance through Magnes Aviation [https://magnesgroup.com/copa-vip-bronze/](about:blank) , or services provided by A.O.P.A., or Marsh Insurance and other insurance providers. It is highly recommended that the student acquire insurance coverage from a vendor of their choice.
20. **POLICIES**. Global Flight Training Solutions policies are attached to and form part of this contract.
21. **Acknowledgement of Policies and Certification Thereof.** I, **Click or tap here to enter text.**, acknowledge that I have received a copy of:
    1. The Statement of Students’ Rights and Responsibilities issued by the Superintendent of Private Career Colleges,
    2. Charge Rates and Payment of Fees Schedule,
    3. Global Flight Training Solutions’ Fee Refund Policy,
    4. The Consent to Use Personal Information Policy,
    5. The Global Flight Training Solutions’ Student Complaint Procedure,
    6. Global Flight Training Solutions’ Policy Relating to Failure from Training and Expulsion of Students
    7. The Global Flight Training Solutions’ Sexual Violence Policy.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

1. **ADMISSION** **REQUIREMENTS**
   1. Be at least 18 years of age.
   2. Hold or is in the process of attaining a Category 1 Medical Certificate valid for a Commercial Pilot Licence-Aeroplane. A refusal of a Category 1 Medical by Transport Canada is solely the responsibility of the student and not GFTS. The student will not be entitled to any financial reimbursement by GFTS if the student does not obtain or loses their Category 1 Medical at any stage of their course.
   3. Hold a valid Private Pilot Licence. Obtaining a Private Pilot Licence can form part of the Commercial Pilot Licence Training course for those students who do not hold this qualification.
   4. Be proficient in the English language: comprehension, writing and speaking.
   5. Have received a diploma from a school in Ontario that is a secondary school within the meaning of the *Education Act* or an equivalent diploma, or successfully complete a qualifying test that has been approved by the Superintendent of Private Career Colleges.
2. **STUDENT PERSONAL** **INFORMATION.** Complete the information at the **ANNEX TO PERSONAL INFORMATION PROTECTION POLICY AND ENROLMENT CONTRACT COMMERCIAL PILOT LICENCE TRAINING** attached.
3. **CONTRACT AGREEMENT.** The undersigned student agrees to this contract and undertakes and agrees to pay the Charge Rates and Payment of Fees in accordance with the terms of this Enrolment Contract Commercial Pilot Licence Training.
4. Global Flight Training Systems reserves the right to cancel this Enrolment Contract if the undersigned student does not attend classes during the first fourteen days of the programme begins.
5. For information regarding cancellation of this Enrolment Contract and refunds of fees paid, see section 25 to 33 of Ontario Reg. 415/06 made under the Private Career Colleges Act, 2005 and Global Flight Training Solutions’ Fee Refund Policy,
6. The undersigned student is entitled to a copy of the signed contract immediately after it is signed.
7. This contract will be subject to a “cool off” period of 48 hours. As such the contract start date will be three days after the latest indicated date of the contract in the signature block of the parties.
8. This contract will be become invalid after 8 months of students’ inactivity. Student inactivity is defined where the student has not attended any documented courses, training flights or individual training sessions conducted by GFTS instructors. GFTS will send two notices that this contract is approaching cancellation date, 30 days apart, prior to the 8-month date to the address that GFTS has on the student’s file. If two address are on file, both locations shall receive the notification.
9. It is expected that the student will complete the course within an 18-month period and as such this contract will no longer be valid after 18 months from the “latest date” indicated in the signature blocks of this contract. The student and GFTS may enter into another contract if they chose.
10. Due to the extremely volatile price markets of aviation equipment, equipment parts and support services and operation costs such as fuel, oil, insurance, and facility fees, which include nav and landing fees, prices in this contract may see increases of up to 75% of the posted amounts. GFTS takes seriously the impact of such increases may have on the student and will endeavour to balance the associated costs with the impact to the student.
11. GFTS will not be financially responsible for any products purchased directly by the student from any vendor for equipment, support material, documentation, or any other items that the student purchases for this course. The student is expected to review all purchases and obtain advice as to the validity of any such purchases.
12. GFTS will support any purchases through GFTS and will refund any product in accordance with our current refund policy.
13. GFTS would like to highlight that it is our mission to provide all aspects of quality training. However professional standards must be met, as such the recommendation for the commercial licence comes from the Chief Flight instructor’s office. If the Chief Flight Instructor determines that additional training is required prior to providing this recommendation then this direction is to be followed. Financial considerations for this additional time is the responsibility of the student.
14. All monetary consideration reflected by this contract is in Canadian Currency.
15. Normal hours of operation will be from 0800 to 1700 Monday to Saturday. Due to the nature of the training - operations prior to and beyond these hours may be required. Such times will be determined between the student and GFTS. In these cases, the student will be required to present themselves outside normal hours of operation.
16. At this point, GFTS would like to remind the student of the Student Complaint Policy where the students have the ability to address grades and performance issues as it affects their grading and performance reviews.
17. **STUDENTS SIGNATURE:**

I have read the contents of the contract and am aware and am in agreement, with no objections and or concerns.

Signature: Print Name: Date:

1. **CANADIAN AVIATION MAINTENANCE INC. / OPERATING BUSINESS AS; GLOBAL FLIGHT TRAINING SOLUTIONS**

The undersigned has the corporate authority to bind the corporation to the terms and conditions of this contract.

Signature: Print Name: Date:

Title:

1. **Amendment** **Procedure**
   1. Global Flight Training Solutions willfile a copy of any changes to this contract with the Superintendent. No changes to this contract shall take effect prior to approval by the Superintendent
   2. The changes shall be highlighted and submitted to the Superintendent.
   3. Once approved, the Amendment will be inserted into the contract
   4. The Campus Administrator will then enter the revision into the Revision Log.

**Revision Log**

|  |  |  |
| --- | --- | --- |
| Date | Summary of Changes | Revision No |
|  |  |  |
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**ANNEX TO PERSONAL INFORMATION PROTECTION POLICY AND ENROLMENT CONTRACT COMMERCIAL PILOT LICENCE TRAINING**

1. **Individual Consent Specific to Personal Information and Electronic Documents Protection at Global Flight Training** **Solutions**
2. Global Flight Training Solutions (GFTS) is committed to protecting the privacy of students and other customers. The GFTS College Administrator is responsible for GFTS’ personal information and electronic document protection program. Information covered under this policy includes invoices, personal identification documents, course reports including periodic instructor and test evaluations, pilot licenses, license applications, medical certificates, flight sheets, or any other document required by GFTS to conduct training and business.
3. I, (First Name, Last Name)Click or tap here to enter text., allow Global Training Solutions to collect the following personal identification information as part of my student file as required by the Superintendent Private Career Colleges, Transport Canada and GFTS in order to satisfy and administer the requirements for pursuing Commercial Pilot Licence – Aeroplane training:
   1. Your full name (Last Name First Name): **Click or tap here to enter text.**
   2. Student Number(xxxxxxx): **Click or tap here to enter text.**
   3. Permanent Address: **Click or tap here to enter text.**
   4. Street Address: **Click or tap here to enter text.**
   5. City or Town: **Click or tap here to enter text.**
   6. Province, State, Region: **Click or tap here to enter text.**
   7. Postal Code: **Click or tap here to enter text.**
   8. Country: **Click or tap here to enter text.**
   9. Local Address if different from your Permanent Address: **Click or tap here to enter text.**
   10. Street Address: **Click or tap here to enter text.**
   11. City, Town: **Click or tap here to enter text.**
   12. Province, State, Region: **Click or tap here to enter text.**
   13. Postal Code: **Click or tap here to enter text.**
   14. Country: **Click or tap here to enter text.**
   15. Telephone number and cell phone number: **Click or tap here to enter text.**
       1. Local(xxx-xxx-xxxx): **Click or tap here to enter text.**
       2. Cell(xxx-xxx-xxxx}: **Click or tap here to enter text.**
   16. Email address(xxxx@xxxx.xxxx: **Click or tap here to enter text.**
   17. Date of birth(yyyy/mm/dd): **Click or tap here to enter text.**
   18. Gender: **Click or tap here to enter text.**
   19. Training will be conducted **in English**.
   20. What is your first language (English or French): **Click or tap here to enter text.**
   21. Are you able to fluently communicate in English (comprehension, reading, speaking), (yes / no): **Click or tap here to enter text.**
   22. Do you require an accommodation in order for you to participate in a survey? (yes / no): **Click or tap here to enter text.**
   23. Are you on a student visa (yes / no)? **Click or tap here to enter text.**
       1. If **yes,** what is the status of your student visa (in effect / pending): **Click or tap here to enter text.**
   24. Have you received a student loan under the *Ministry of Training, Colleges and Universities Act* or any other government funding (yes / no): **Click or tap here to enter text.**
   25. Address of Training Location: **Click or tap here to enter text.**
   26. Address of Additional Training Location: Click or tap here to enter text.
4. The following Information forms additional elements of your personal file:
   1. Details of you program, including its name, duration (in hours), format (**non-continuous**), the programme does not involve a practicum. It does, however, require in flight training, and records of the results of any evaluations (ground school, flight training);
   2. A copy of the signed contract between GFTS and you;
   3. A copy of evidence verifying that you have met the admission requirements in accordance with this contract;
   4. If you have withdrawn or been expelled from the program - copies of the withdrawal or expulsion letter,
   5. any refund calculation, and a copy of any refund cheque; and
   6. A copy of all invoices issued to your payments made by you for fees.
5. **Consent.** Enquiries are to be directed to the College Administrator if you have any questions about the reasons for the information being collected, its use and to whom it is being disclosed. You can withdraw consent for the collection, use and disclosure of personal information at any time, subject to legal or contractual restrictions and reasonable notice. You will be advised of the implications of your withdrawal of consent as it applies to your ongoing training. You are required to consent to the above and sign this form in order to be able to pursue your Commercial Pilot Training and other flying related training at GFTS.
6. **Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. **Print Name (First, Last)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. **Date**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_