1. **e-Ground school, Study Materials and Personal Equipment.** Students are required to purchase their on-line e-ground school programmes, study and reference manuals, and personal equipment from third-party vendors, or they can use their own study materials and personal equipment. The purchases and contracts that the students enter into with these vendors is the student’s contract and not a contract with GFTS. Some Canadian based third-party vendors include: (students are welcome to use other vendors as they see fit)
	1. Canadian Flight Trainers https://www.myflighttraining.ca/
	2. Pilot Training.ca https://www.pilottraining.ca/
	3. LevelFlight.ca https://levelflight.ca/
	4. Hammond Aviation Pilot Supplies https://hammondaviation.com/
2. **Commercial Pilot Licence e-Ground Schools.**

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| --- | --- | --- | --- |
| **Third-Party Vendor** | **E-Ground School** | **Cost** | **Comments** |
| Canadian Flight Trainers | https://www.myflighttraining.ca/courses/commercial-pilot-ground-school/ | From $199.00 | $199 every 4 months$299 for 9 months |
| Pilot Training.ca | https://www.pilottraining.ca/index.php?dispatch=products.view&product\_id=249 | $310.00 |  |
| Pilot Training.ca | https://www.pilottraining.ca/index.php?dispatch=products.view&product\_id=344 | $500.00 | Instructor led option |
| LevelFlight.ca | https://levelflight.ca/products/commercial-pilot-ground-school | $350 | Course offered at a special development price |

* 1. **Note:** 1. Prices indicated are as 20 Feb 2023. See vendor websites for current prices

 2. GFTS Instructor Assistance **$70.00** per hour

1. **Commercial Pilot Licence Training – Equipment.** Equipment is marked as either mandatory (M) or optional (O). (M)andatory equipment is necessary for training. (O)ptional equipment makes life more convenient.

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| **Equipment** |  | **Canadian Flight Trainers**https://www.myflighttraining.ca/pilot-shop/ | **Level Flight**https://levelflight.ca/pages/courses-shop/pilot-shop#!/Pilot-Supplies/c/118540355 | **Hammond Aviation Pilot Supplies**https://hammondaviation.com/ |
| Flight Briefcase for Pilots  | O | $43.95 |  | Various - expensive |
| E6B Circular Flight Computer (analog) | O | $35.95 |  | $44.50 |
| ASA E6-B Metal Flight Computer (analog) - Large | M | $58.95 | $57.99 | $66.95 |
| ASA CX-3 Flight Computer | O | $164.95 | $149.99 | $169.99 |
| Pilot Log Book - Large | M | $29.95 |  | $29.95 |
| Pilot Training Record | M | $3.99 |  | $3.95 |
| ASA Fuel Testing Cup | M | $11.99 |  | $12.85 |
| Long Trifold Kneeboard ASA | M | $64.95 | $64.99 | $66.95 |
| VFR Kneeboard | O | $28.95 |  | $30.95 |
| ICAO chart rule | O |  | $2.50 | $3.25 |
| ASA Rotating Plotter | O | $17.49 |  | $18.50 |
| Square Douglas Protractor  | M | $6.90 | $9.99 | 6.95 |
| VFR Nav Chart | M | $16.95 | $15.95 | $16.95 |
| VFR Terminal Chart | M |  | $15.95 | $16.95 |
| Headset | O |  |  | Various $500 - $1500 |

1. **Note:** Prices indicated are as 20 Feb 2023. See vendor websites for current prices
2. **Commercial Pilot Licence Training - Books.** Books are marked as either mandatory (M) or optional (O). (M)andatory books are necessary for training. (O)ptional books provide more information for study.

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| --- | --- | --- | --- | --- |
| **Book / Manual / Study Guide** |  | **Canadian Flight Trainers**https://www.myflighttraining.ca/pilot-shop/ | **Level Flight**https://levelflight.ca/pages/courses-shop/pilot-shop#!/Pilot-Supplies/c/118540355 | **Hammond Aviation Pilot Supplies**https://hammondaviation.com/ |
| Human Factors for Aviation – Basic Handbook | M | $38.95 | $23.99 | $39.95 |
| Human Factors for Aviation – Advanced Handbook | M |  | $34.99 | $46.95 |
| Commercial Pilot Answer Guide  | O | $64.95 |  | $64.95 |
| Flying Beyond: The Canadian Commercial Pilot Text Book | M | $89.95 | $89.95 | $89.95 |
| Sharper Edge Commercial Exam Preparation Guide | O | $88.95 |  | $89.95 |
| Canadian Aviation Weather | M | $64.95 | $64.95 | $64.95 |
| RCAF Weather Manual | O | $59.95 |  | $59.95 |
| From the Ground Up  | M | $74.95 | $79.95 | $79.95 |
| From the Ground Up Workbook | M | $24.95 | $24.95 | $24.95 |
| Cessna 172 Pilots Guide | M |  | $19.99 | $15.90 |

1. **Note:** Prices indicated are as 20 Feb 2023. See vendor websites for current prices
2. **FLYING CHARGE RATES**

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| --- | --- | --- | --- |
| **ITEM** | **RATE (per hour)** | **Information – Model** |  |
| Cessna C172 - Dual | $300.00 | M Model |  |
| Cessna C172 Solo | $230.00 | M Model |  |
| Cessna C150 - Dual | $230.00 | L, M Model |  |
| Cessna C150 - Solo | $180.00 | L, M Model |  |
| Beech Duchess – dual | $475.00 | BE76 |  |
| Beech Duchess - Solo | $405.00 | BE76 |  |
| Simulator – Dual | Not Offered | Not Offered |  |
| Simulator – Solo | Not Offered | Not Offered |  |
| Landing Fees | As Applicable |  |  |
| No Show for a confirmed booking of aircraft C172 | $175.00 | M Model |  |
| No show for a confirmed booking of Aircraft C150 | $120.00 | M Model |  |
| No show for a confirmed instructor booking | $70.00 | All instructors |  |

1. **Notes:**
	1. Flying hours indicated are the minimum number of hours required to satisfy Transport Canada’s requirements for a Commercial Pilot Licence. Hours required to meet standards may be more than these minimum requirements. The ability to successfully challenge the flight and written tests is heavily dependent on the student’s involvement, comprehension and mastery of the knowledge and skills required to meet the standard.
	2. 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.
	3. Students will be advised of any rate changes 10 working days before they are put into effect.
2. **NO SHOW.** A “No Show” for scheduled flights will be charged to student for flight and instructor hours booked.
3. **CANCELLATION POLICY.** Students may cancel their flights 24 hours prior to their scheduled flight in order to not be assessed as a no show. Repeated cancellations for booked flights will be flagged and addressed with the student as it affects the availability of aircraft and instructor to other students. A charge may be levied on subsequent cancellations as determined by the Campus Administer. Students will be notified of this decision.
	1. Weather cancellations which are validated by dispatch, will not be charged to the student.
	2. Flight cancellations due to mechanical and / or maintenance issues will not be charged to the student. This “no charge” will also apply to the instructor booking if applicable.
	3. Cancellations due to sickness or other medical concerns will be “no charge” to the student. This “no charge” will also apply to the instructor booking if applicable. Sick cancellations will be monitored and if it is felt by GFTS Campus Administrator that the student is abusing sick days, with a pattern of less than 24 hours notice of cancellation, the Campus Administer will convene a meeting with the student to determine course of action.
4. **LANDING FEES** that are assessed to flights in which the student is undergoing dual instruction or where the student is the Pilot In Command will be the responsibility of the student and will be paid for by the student.
5. **MECHANICAL SNAG / INOPERABILITY DURING TRAINING ROUTE PROGRAM.** When a GFTS aircraft goes inoperable during the GFTS training route program, the student will notify dispatch@gfts.ca and through discussion a corrective plan of action will be determined. It is expected that the student will remain with the aircraft until responsibility of the aircraft is transferred to the maintenance department. All normal associated charges of the flight to that time will be allocated to the student. GFTS will arrange for the student to return to Kingston at no cost to the student, except if a return flight is organized during which the student continues dual instruction or is the Pilot In Command.
6. For flights that are not sanctioned within the training route program, GFTS is not responsible for returning the student back to Kingston and the student must remain with the aircraft until it is handed off to the maintenance department. GFTS will engage with the student to explore possible solutions to the situation.
7. **FUEL.** Students who purchase fuel at locations other than Kingston will be reimbursed for the amount that the fuel would have been purchased in Kingston – the posted rate. Student must submit original fuel ticket and receipt to Global Flight Training Solutions Accounting. Reimbursement to the student to be completed within 7 business days.
8. **HANGAR CHARGES** other than at the Kingston Airport will be the responsibility of the student unless other arrangement is made with the Campus Administrator.
9. **RAMP CHARGES** other than at Kingston Airport and airports utilized in GFTS training routes will be the responsibility of the student and/or Pilot in Command.
10. **DAMAGE**. 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 is from your student contract)
	* 1. Some accidental damages caused by the student and/or the pilot in command will be reviewed by the Campus Administrator and repairs may not be charged to the student and / or pilot in command.
		2. Improper procedures, such as locking the brakes which causes tire unserviceability will be assessed by the campus Administrator and the tire replacement charges may be charged to the student.
11. **EXAM AND LICENCE FEES**

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| --- | --- | --- | --- |
| **ITEM** | **Fee** | **GFTS Administrative Fee** |  |
| Commercial Pilot Licence Written | Current rate of Transport Canada | $70.00 |  |
| Commercial Flight Test | Current rate of Transport Canada | $70.00 |  |
| Licence Fees  | Current rate of Transport Canada | $70.00 |  |
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1. **SAFETY**

 AT NO TIME WILL THE PILOT IN COMMAND BASE THEIR IN-FLIGHT DECISIONS ON FINANCIAL OR POTENTIAL ECONOMIC CONCERNS. THE SAFTY OF THE SOULS ONBOARD IS THE PRIMARY REASONING FACTOR. AFTER A SAFE RESOLUTION TO THE FLIGHT – ALL ELSE CAN BE MANAGED AS LONG AS WE ARE ALIVE TO RESOLVE, DOES US NO GOOD OTHERWISE.

20. 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.

1. **AMENDMENT PROCEDURES**
	1. Global Flight Training Solutions willfile a copy of any changes to the Charge Rates and Fees with the Superintendent. No change to the Charge Rates and Fees 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 Policy.
	4. The Campus Administrator will then enter the revision into the Revision Log

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| Date | Summary of Changes | Revision No |
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