

# Ready to Apply?

## For International Students

Congratulations! You've made the decision to begin your aviation career at FlightSafety Academy. Detailed information is included below about starting your training at FlightSafety.

### Application Requirements

#### International students

International students must complete and sign the Application for Admission form and submit the following materials before an M-1 (I-20) visa may be issued:

- 1) \$150.00 application fee (additional \$2,350.00 tuition deposit)
- 2) Proof of education (official record of having completed 12 years of school or the equivalent of a high school diploma)\*
- 3) Copy of FAA 1st Class Student Pilot Medical Certificate (find an FAA Medical Examiner at [www.faa.gov](http://www.faa.gov) or [www.flightphysical.com](http://www.flightphysical.com); please ensure that your full legal name and correct birthday are written on the Medical)
- 4) Copy of passport
- 5) Copy of Student Pilot/Flight Certificates (if any held)
- 6) Student Review Form (if hold Private Pilot License or above)
- 7) FAA verification of all foreign licenses held ([www.faa.gov](http://www.faa.gov))
- 8) TSA registration ([www.flightschoolcandidates.gov](http://www.flightschoolcandidates.gov). See Application Guide fact sheet for more details.)
- 9) Proof of financial ability (Students must provide a certified bank letter which states the U.S. dollar amount available at that institution for both tuition and living expenses. The amount must be equal to or greater than the total listed on the pro forma.)\* See Certified Bank Letter fact sheet for more details.
- 10) Proof of English proficiency (Students from countries where English is not the official language must complete the TOEFL with a score of at least 550 for written exam, 213 for computer exam or 80 for IBT. A copy of the official test results must be forwarded to FSA. Visit [www.toefl.org](http://www.toefl.org) for more information. You are exempt from the TOEFL exam if you have previously earned an unrestricted FAA PPL or if you have an official transcript from a U.S. high school (grades 9-12) or other 4-year school located in an English-speaking country which teaches ALL classes entirely in English. )

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\*These documents must be translated into English to be accepted.

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### Application Procedures

As an international student, you should submit all application materials at least two months before your class start date. Students must meet the FAA minimum age requirements for each certificate sought. Applications may be submitted via email at [academy@flightsafety.com](mailto:academy@flightsafety.com), by fax at 772-564-7660, or by mail to 2805 Airport Drive, Vero Beach, FL 32960 to the attention of Marketing. To receive an application form, contact the Marketing Department at 772-564-7600 or download one online.

### Enrollment Agreement

Prospective students must submit a \$150.00 application fee and a \$2,350.00 tuition deposit in order to confirm a position in the selected class, to complete the TSA registration processes, and for placement on a space-available list for dormitory accommodations. After receipt of application fees and required documents, students will receive a letter indicating if they have been accepted to FlightSafety Academy along with a confirmation of their enrollment date and M-1 visa eligibility form. Acceptance is based on the information provided on the Application for Admission and other required documents.

An enrollment agreement will be included in the confirmation package. It will state the hours of instruction for the initial course of the curriculum selected and contain other important rights and obligations. If applicable, a payment schedule will appear on page 1 of the Enrollment Agreement. The estimation of training required is based upon the information provided on the student's application. Therefore, complete and accurate information is essential. Please read and sign the Enrollment Agreement and return it to FSA. The first tuition payment will be due at orientation, which begins two business days before the class start date.

**Attendance at orientation is mandatory.**



FlightSafety Academy □ 2805 Airport Drive □ Vero Beach, FL 32960  
Tel 800.800.1411 □ Tel 772.564.7600 □ Fax 772.564.7660  
E-mail: [academy@flightsafety.com](mailto:academy@flightsafety.com) □ [www.flightsafetyacademy.com](http://www.flightsafetyacademy.com)  
□ A Berkshire Hathaway company □



## Payments

### Payments

Payment for each course is due upon commencement. However, a monthly payment plan may be arranged. If applicable, a payment schedule will appear on page 1 of the Enrollment Agreement. In addition to the direct training cost, the amount due will include costs of FAA examinations and program supplies, plus \$1000.00 as a reserve-on-account.

Payments are accepted with cash, traveler's check, major credit cards (Visa, MasterCard, and American Express), or bank check made payable to FlightSafety International, Inc. Personal checks must clear the bank prior to being accepted as payment. After deposit, a personal check will normally take up to 10 working days to clear. To avoid delays in your training, payments should be made with either certified, cashier, or an official bank check. If paying by credit card, you must obtain a credit card payment information form (not applicable to be submitted by email) and a credit card authorization letter. For further information on how to submit these forms, please contact FlightSafety Academy Marketing Department at 772.564.7600.

FlightSafety will also accept a wire transfer to Wachovia Bank, Jacksonville, Florida, for further credit to Wachovia Bank at Vero Beach, FlightSafety International, Inc. The wire transfer should identify the student by name and include a note for the bank to notify FlightSafety upon receipt of the funds. For complete wire transfer instructions, please contact the Marketing Department.

### Refunds

- If a student is not accepted by the school before training commences, the school will refund all monies paid.
- A student may cancel without penalty or obligation within three business days of signing an Enrollment Agreement.
- Students who have not visited the school facility prior to enrollment may also cancel without penalty or obligation within three business days following a regularly scheduled orientation or following a tour of the school facilities.
- If a student cancels this agreement (except for any reason stated above) before training commences, all monies paid minus a registration fee of 15 percent of the agreement price, but not more than \$150.00, will be refunded within 30 days after cancellation.
- If a student wishes to withdraw anytime for any reason after commencing training, or is unable to complete the program within the period specified, the school will refund to the depositor the amount of any advance payments, less training and supplies actually received within 30 days of withdrawal.
- For a student who withdraws or discontinues prior to completion, the refund (prorated at established hourly rates) of the unused portion of tuition, fees, and other charges will be determined by the last date of actual attendance for all amounts paid which exceed the pro rata portion of the total charges that the length of the completed portion of the program bears to the total length of the program.
- The termination of training or cancellation date for refund computation purposes shall be the last date of actual attendance by the student.
- In the event a student is granted a leave of absence and advises the school that he/she will not be returning, the date of notice of intent to withdraw will be used in lieu of the last date of attendance.
- Credit for books or supplies returned in unused condition and with direct proof of purchase shall be granted.

## Living Expenses

### Meals

Mic's Landing is located on FlightSafety Academy's campus and provides a variety of different meal options. For more information, please contact Mic's Landing at 772-564-7664.

### Uniforms

Students are required to wear uniforms during all training activities. The uniform issue consists of five white shirts with epaulets, three pairs of slacks, a name badge, shoulder boards, and a tie. The cost is approximately \$300.00. If training during winter months when a windbreaker is needed, approximately \$50.00 can be added to the uniform cost. Students are expected to provide their own belt, socks, and shoes (all black).

### Housing

FlightSafety offers on-campus housing in the form of dormitories as well as studio, 1-bedroom, and 3-bedroom apartments, although availability is limited. There is also a variety of off-campus housing options within minutes of campus. To reserve on-campus accommodations, call 772-564-7600 or email [academy@flightsafety.com](mailto:academy@flightsafety.com).

## Testing

### Drug Screening

All incoming students must complete a drug screening urinalysis within the first two weeks of training. Random drug screening, similar to the screening administered to airline pilots, corporate pilots, charter pilots, and our FlightSafety Academy employees, will also be conducted.

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If you have any questions, contact the Marketing Department at 772-564-7600 or [academy@flightsafety.com](mailto:academy@flightsafety.com).

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