



FLIGHT
PACK TO
CAREER
TAKE OFF

Our mission, vision & values

Mission Statement: To provide world class flight training for the next generation of professional pilots that fosters a culture of safety, excellence, inclusion, professionalism and lifelong learning.

Vision Statement: To be the premier flight training institution globally, recognized for our commitment to producing skilled and confident pilots who uphold the highest standards of aviation safety and proficiency

Our mission is driven by our VALUES:

Strength through cultural diversity and inclusion. Respect for each other.

Professionalism. Doing the right thing and keeping each other safe.

Safety. We do the right thing to keep each other safe. Our “Just Culture” is at the heart of our safety practices.

“We are a family of many cultures and peoples”



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FOLLOW
YOUR
DREAMS



Want a Career in Aviation? Choose the Right Flying School

There are few pursuits more exhilarating in life than flying. The idea of ‘slipping the surly bonds of earth’ and ‘topping windswept heights with ease and grace’ has captivated mankind for centuries.



If you are choosing an aviation career, your choice of flying school is vital to your success.

In terms of personal challenges, becoming a pilot has few equals. Learning to fly tests many aspects of human nature and spirit – your resilience as you come to grips with Aerodynamics and Principles of Flight, your attention to detail every time you pre-flight an aircraft and fulfil flight planning requirements. Your coordination, judgment and confidence will be challenged on every flight. But when you've finished, you'll be a greater person for the experience.

You'll take home more than a Diploma in Aviation when your training at Ardmore is complete. Apart from a profound sense of achievement, there will be many milestones to look back on for the rest of your life – your first landing, your first solo flight, your first cross country flight.

To find the best way to realise your dream of flying, talk to our experienced team who will guide you on your personalised Flight Path to success.



Welcome to Ardmore Flying School

We've been training pilots at Ardmore Airport in Auckland, New Zealand for close to 65 years. Since then, we have become recognised worldwide as delivering consistently high standards in all aspects of flight training.

We are New Zealand Qualification Authority (NZQA) approved and hold the New Zealand Civil Aviation Authority (NZ CAA) Part 141 approval for flight training. This allows us to deliver the New Zealand Diploma in Aviation (DipAv) and licensing at all levels.

Our fully integrated flight training programmes transform students into strong, decisive and skilled pilots capable of operating at the highest levels in the ever-changing commercial and corporate sectors.

Why Learn to Fly in New Zealand?

New Zealand trained pilots are highly sought after by employers worldwide. This is because of the New Zealand Civil Aviation Authority's (CAANZ) framework for excellent training and safety standards, delivering higher quality pilots — pilots better prepared to safely handle the most

demanding situations.

Flying in New Zealand is also a lot of fun — you can't beat the diverse scenery.

You'll fly over majestic mountains, sweeping plains, imposing forests, stunning lakes and miles of coastline, and gain a dimension to your training unobtainable anywhere else.

Training Facilities

We specialise in tailored flight-training programmes to suit our students' individual requirements. We are open from 7am, seven days a week, except public holidays.

For a comfortable year round learning environment, new students generally complete their ground course theory in our on site, air-conditioned lecture rooms.

Each theory subject is delivered by a qualified instructor, supported by the Programme Manager and Chief Flying Instructor. This creates a

supportive environment of mentoring and tuition, both in and out of class.

Ardmore Flying School utilises the latest interactive learning methods to ensure your learning is as easy and efficient as possible. Computer based training allows students to revisit core concepts both during class and for extramural study. We regularly deliver a hybrid training programme using both in person and online training.

Class sizes are controlled to ensure the very best learning environment. Class numbers vary depending on the course.

Once you have completed ground course theory, it's time for practical training. To achieve the best training outcomes, you will work with a personally assigned instructor, who becomes your mentor, developing a flight-training schedule.

We currently have a large fleet of single- engine Cessna 172's, Diamond

Twin Star DA42 and four simulators including a Pacific Simulator A320 Fixed Based Training Device. As one of NZ's largest flight training organisations, we have the capacity to efficiently deliver training to your personal requirements.

Towards the end of training, you will use both single and Multi-Engine simulators. Ardmore Flying School has a Garmin G1000 single engine simulator, a Multi- Engine simulator and the A320 Fixed Base Training Device for advanced high performance training. These simulators provide a controlled environment to learn in all weather conditions and can be manipulated to ensure your training is of the highest quality, best preparing you to embark on your aviation career adventure.

Our Aircraft

Cessna 172R

Measured by its longevity and popularity, the Cessna 172 is the most successful mass-produced light aircraft in history. At Ardmore Flying School, we have a large fleet of Cessna aircraft. Our 172R/S are equipped with either analogue fixtures or the latest Garmin 1000 Glass Cockpits. This gives you the opportunity to build your knowledge and skill flying aircraft with varying levels of technical sophistication.



Powerplant	1 x 160 HP engine with a fixed-pitch propeller or 1 x 135 horsepower diesel engine
Cruise speed	115 knots (213 km/h)
Service ceiling	13,500 ft
Endurance	5 hours with 40 minutes reserve

Diamond Twin Star DA42

The Diamond DA42 is a four seat twin engine and is the newest addition to our fleet. The DA42 offers exceptional visibility thanks to its panoramic wrap around canopy and generous rear windows. Comfortable access for all on board is assured.



Powerplant	2x Centurion turbocharged diesel engine
Cruise speed	195 knots (365 km/hr)
Service Ceiling	10,000 ft
Endurance	7 hours 3 minutes with 40 minutes reserve



EARN
YOUR
WINGS

Pilot Training Pathway - Domestic Students

STEP 1: PPL Self-funded

All students begin their aviation journey by completing a self-funded Private Pilot Licence (PPL). You can choose between Part-Time or Full-Time training options.

Part-time PPL

- Flexible schedule - train at your own pace
- Ideal for students with other work or study commitments
- Self study theory subjects or attend selected ground courses
- Upon completion, may apply for Level 5 Diploma in General Aviation but must meet entry requirements:
 - NZCAA Class 1 Medical
 - NCEA Level 2 or equivalent with English and Maths
- Duration depends on student's availability to fly and completing theory exams

Theory

You can choose the study method that works best for you:

• Self Study

Study at your own pace using books or online systems of your choice. You may begin flying without completing exams.

• Online Notes

Purchase access to our notes to guide your study and exam prep.

• Full Time Ground Course

7 week duration (Monday - Friday)

Last week dedicated to exams

Commences Jan, May, Aug, Nov

• Part Time Weekend Courses

Run over weekends

Duration depends on subject

Flying

- Flight training is charged at casual pilot rates.
- The overall cost of completing the practical flying portion of the PPL will vary depending on progress, weather, and individual commitment.
- To be eligible for the PPL flight test, you must complete a minimum of 50 flying hours.

Full-time PPL

- Designed for students planning to enter Level 5 Diploma in General Aviation
- Requires full-time attendance at a 6 week ground course and scheduled to fly 3 times per week.
- Entry Requirements:
 - NZCAA Class 1 Medical
 - NCEA Level 2 or equivalent with English and Maths
- Estimated duration 6- 8 months

STEP 2:

**Want to become a commercial pilot?
Continue to Level 5 Diploma in General Aviation (Aeroplane)**

- After attaining a PPL (via either part-time or full-time), you can proceed to the waiting list for Level 5 with student loan funding.
- Entry into Level 5 Diploma is restricted by Government policy settings.
- Student loans are allocated first to those who have completed their PPL at Ardmore and involves an interview process.
- **Minimum of two intakes per year, preferably in January and June**
- Qualification Diploma L5 NZ CAA CPL and IR including
 - multi-engine rating
 - **Estimated duration:** 48 weeks

STEP 3:

**Want to prepare for the airlines and become a flight instructor?
Continue to Level 6 Diploma in Aviation**

- Level 6 Diploma is designed to further prepare you for commercial aviation careers and includes:
 - **Multicrew Integration Course (MCIC)**
 - **ATPL Theory (Airline Transport License)**
 - **C-Category Instructor Course**
- You may choose to take these components as individual modules.
- **Estimated Duration:** 56 weeks

2026 PPL Ground Course Dates

19 January
4 May
17 August
28 September
2 November

2026 Level 5 Diploma Dates

5 January
16 March
29 June
12 October

Level 5 Flight Training Programme - Diploma in Aviation (General Aviation) 242 Credits (Programme Code 3688)

At the completion of this programme you will be able to fly commercially (for hire or reward) although to fly larger passenger aircraft you will be required to operate under special supervision by your employing airline. There are many opportunities other than large airline work such as: Parachute Dropping, Scenic Charter, Air Ambulance, Whale Watching, Freight operations, Aerial Surveying etc. 82 weeks duration incl. holiday. PPL (Self funded) unless Student Loan available.

PPL SELF FUNDED THEORY

Private Pilot Licence (PPL) Theory

7 weeks

This theory course is 7 weeks long. It covers basic knowledge levels in the following subjects:

- PPL Air Law
- PPL Meteorology
- PPL Navigation
- PPL Human Factors
- PPL Flight Radio Telephony
- PPL Aircraft Technical Knowledge

This learning is done in a classroom and the examinations are conducted by Aviation Services Limited, at their Exam Centre.

PPL SELF FUNDED PRACTICAL

Basic Practical Phase (PPL) Practical

19 weeks

During these 19 weeks you will learn the basic manoeuvres of flight and navigation. You will also learn how to safely deal with emergencies in flight. On completion of this phase, you will do your PPL Flight test and receive your PPL Licence.

STUDENT LOANS CPL THEORY

Commercial Pilots Licence (CPL) Theory

10 weeks

This theory course is 10 weeks long. It covers professional knowledge levels in the following subjects:

- CPL Air Law
- CPL Meteorology
- CPL Navigation
- CPL Human Factors
- CPL Principles of Flight
- CPL Aircraft Technical Knowledge

This learning is done in a classroom and the examinations are conducted by Aviation Services Limited, at their Exam Centre.

STUDENT LOANS IR THEORY

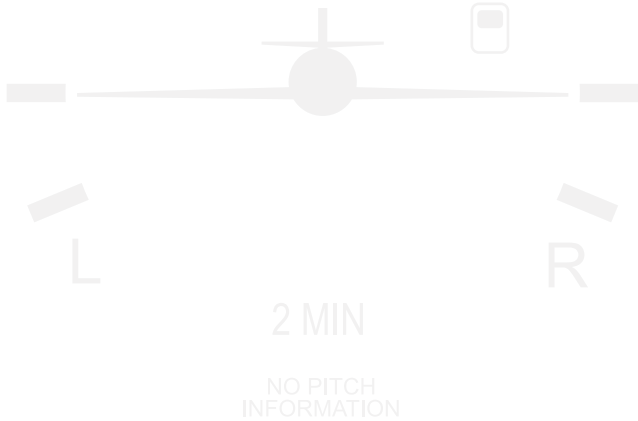
Instrument Rating Theory (IR) Theory

5 weeks

This theory course is 5 weeks long. It covers basic and professional knowledge levels in the following subjects:

- IR Air Law
- IR Navigational Aids
- IR Navigation

This learning is done in a classroom and the examinations are conducted by Aviation Services Limited, at their Exam Centre.



STUDENT LOANS IR PRACTICAL

Commercial Pilots Licence (CPL) Navigation Phase 1

8 weeks

This phase of training is where you will really begin to understand professional piloting and gain more insights into the commercial and professional aspects of aviation.

Instrument Rating Practical

17 weeks

The step up to practical instrument flying is an important one for a professional career and is only made easier if the basic visual flying has been mastered. Introduction to flying without visual reference begins in the simulator and progresses to the single engine aircraft and multi-engine aircraft using glass cockpit instrumentation.

Commercial Pilots Licence (CPL) Practical Phase 2

8 weeks

This second phase of CPL training covers advanced mountain, low flying and hones the skills in advanced aircraft manoeuvring. It is focused on operating the aircraft professionally and incorporates all technical and non-technical skills learned to date. It culminates with the CPL licence skills test conducted by Aviation Services Limited (ASL).

**TOTAL: 74 Weeks
(plus 8 weeks holiday)**



Level 6 Diploma – Airline Preparation Programme

At the completion of this programme you will be able to fly commercially (for hire or reward). The Multi Crew Integration Course (MCIC) sets you up ready to complete your turbo-prop or jet type rating when you join an airline as a Second Officer or First Officer (Co-pilot). You can also fly for smaller operators, as for the Level 5 Flight Training Programme. A prerequisite for this programme is the 82-week, Level 5 Flight Training Program – Diploma in Aviation (General Aviation). Combined it will take approx two years (including holidays).

Airline Transport Pilot Licence (ATPL)

20 weeks (3 afternoons p/w only)

This is a theory course covering the following subjects at the highest level:

- Basic Gas Turbine Theory
- Air Law
- Flight Navigation
- General Flight Planning
- Meteorology
- Aircraft Aerodynamics and Systems
- Human Factors
- Instruments and Navigation Aids

This learning is done in a classroom and the examinations are conducted by Aviation Services Limited, at their Exam Centre.

The ATPL theory exam passes are required to become a captain of an aircraft for air transport. The flight hours required before sitting the practical ATPL test will come through future employment and therefore on completion of this theory course, you will have a “frozen” ATPL.

The exam credits are valid for 10 years.

Multi Crew Integration – Airline Preparation Strand

18 Simulator Hours as Captain and 18 Simulator Hours as Co-Pilot

4 weeks

This course bridges the gap between single pilot – light multi-engine aircraft operation and the skills and knowledge required to operate in multi-crew cockpit in a jet aircraft.

The multi-crew integration course is required to complete the Diploma in Aviation - Airline Preparation Strand. One week of classroom theory is followed by 18 hours of pilot flying and 18 hours of pilot monitoring (co-pilot) in a fixed base A320 simulator.

It introduces multi-crew cooperation, heavy aircraft energy management and advanced human factors. It further develops skills in systems and checklist use while operating as a team with a co- pilot.

You must have a CPL and ATPL exams credits before commencing this course.



Level 6 Diploma – Flight Instruction Programme

At the completion of this programme you will be able to fly commercially (for hire or reward) as a C Category Flight Instructor. You will be under the direct supervision of an A or B Category senior instructor initially, but can quickly progress out of direct supervision and upgrade to a B Category instructor in 6 - 12 months. The experience gained as a flight instructor is recognised by many airlines as a valuable skill and knowledge upgrade process and can help get that first airline job more quickly – especially if combined with the Airline Preparation training. A prerequisite for this programme is the 64-week, Level 5 Flight Training Program – Diploma in Aviation (General Aviation). Combined it will take approx 88 weeks.

Instructor Rating (C-Cat)

Minimum requirement of 150 hours as Pilot in Command needed

24 weeks

The most popular/traditional pathway to a career in the airlines is by gaining your C-Category 'C-Cat' Instructor Rating.

It is the best way to gain hours and build pilot experience, and bridges the gap between achieving a CPL and becoming an airline pilot.

This course is designed to develop in each candidate a desire to train and impart upcoming pilots' instruction, using training methods that fully integrate safety awareness, critical thinking, sound judgment and threat and error management.

The training includes the mandatory Instructional Techniques Course – 'a teach the teacher' training module specifically intended to develop training delivery skills. During the study for your Instructor Rating, you will need to complete the Airline Transport Pilot Licence (ATPL) Human Factors exam.





LAND
YOURSELF
A GREAT
AVIATION
CAREER

Diploma in Aviation (International Flight Training & DGCA) Level 5. 200-205 credits

The purpose of this qualification is to provide the international aviation industry with the graduates who have sufficient operational and theoretical knowledge, and the practical skills to operate small single-engine or multi-engine aircraft as commercial pilots independently or with another pilot. This qualification is suitable for international students seeking to gain a commercial licence in Aotearoa New Zealand. Graduates have the option to be awarded a Multi-type rating. This qualification is designed as a standalone qualification for International aviation students. There is no education pathway in Aotearoa New Zealand. International students who are seeking an educational pathway to Level 6 must enrol in the New Zealand Level 5 Programme which includes the full SEIR or MEIR. This programme is 61 weeks + 4 weeks holiday (65 weeks) . 2051 Learning hours.

Private Pilot Licence (PPL) Theory

8 weeks

The Private Pilot Licence (PPL) is the first step in learning to fly and is a recreational licence which enables you to fly for pleasure with friends and family.

Our training programmes are designed to go well beyond the minimum standards required for a Private Pilot Licence. This ensures you are well equipped to handle all situations with confidence.

Once the PPL is achieved, you will be able to take passengers and fly almost anywhere in New Zealand,

but you are unable to be employed on a PPL. We will take you from no flight experience to being a proficient private pilot.

Eligibility

- 17 years or older to gain your licence and fly with passengers
- Class 2 Medical (minimum)
- Must be able to demonstrate competency in understanding English in verbal and written form

Theory

All exams must be passed to obtain PPL Licence:

- Air Law
- Navigation
- Aircraft Technical Knowledge
- Flight Radiotelephony
- Human Factors
- Meteorology
- English Proficiency Test

Commercial Pilots Licence (CPL) Theory

11 weeks

You must pass all the following exams to obtain a CPL:

- Air Law
- General Navigation
- Aircraft Technical Knowledge
- Human Factors
- Meteorology
- Principles of Flight

PPL Practical

16 weeks

- Preparation for flight
- Starting and run-up procedures
- Taxiing
- Take-off, circuit and landing
- Straight and level flight
- Aircraft manoeuvres
- Cross-country flying
- Emergency procedures
- First Solo

**CPL Practical**

26 weeks

- Preparation for flight
- Starting and run-up procedures
 - Taxiing
 - Take-off, circuit and landing
 - Straight and level flight
 - Aircraft manoeuvres
 - Cross-country flying
 - Emergency procedures
 - First Solo



Enrolment Eligibility and Process

Eligibility

- Be at least 18 years of age at the time of application
- Have English language proficiency
- Have a minimum of NCEA Level 2 with subjects to include English, Maths and Science. Physics is desirable but not essential
- Provide us with your filled-out application form
- Class 1 Medical

Enrolment Process

1. Apply

Download and complete your application form at www.ardmore.co.nz/downloads

2. Supporting Documentation

Collect the following supporting documentation:

- Recent NCEA and any additional tertiary education results

To qualify as a Domestic student at Ardmore Flying School, you must provide evidence of citizenship or permanent residency by including one of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue.

- New Zealand passport.
- A statement of Whakapapa, including date of birth, countersigned by a kaumatua.
- Certificate of citizenship or letter of confirmation.
- Overseas passport with residency stamp

To qualify as an International student at Ardmore Flying School, you must provide verification of personal details by including a valid overseas passport and applicable visa.

- Log book of previous flying, if applicable. Prior flying experience will only be recognised in part/ and if completed in and ICAO approved course. This is subject to review by our Chief Flight Instructor or the CAA New Zealand.
- Valid ADAPT Test Result

Submit your application form and supporting documentation to enrolments@ardmore.co.nz or post to:

Enrolments
Ardmore Flying School
PO Box 72744
Papakura, Auckland 2244

3. Attend New Student Selection Day

If your application is successful, you will be invited to attend a New Student Selection Day. During Selection Day you will have an interview with our senior A-Cat instructor to determine your suitability in terms of aptitude and commitment to succeed on the course.

Course Placement

If you are successful on selection day, you will then need to supply us with your Class 1 medical to be placed on a programme waiting list. When a programme placement becomes available, we will send you a formal offer of placement and training agreement.

* Please note we cannot recommend a medical examiner

For a list of medical examiners, visit:

Domestic - <https://www.aviation.govt.nz/licensing-and-certification/medical-certification/nz-medical-examiners/>

International - <https://www.aviation.govt.nz/licensing-and-certification/medical-certification/overseas-medical-examiners/>

4. Accept Offer

Accept the Offer of Placement by returning the signed training agreement and paying deposit.

5. Confirmation of Placement

Ardmore will issue you a Confirmation of Placement.

6. Fees

Pay the first instalment of fees. For more information on fees please contact our Enrolments team.

If you are applying for a student loan, as part of confirming your placement on the programme you are required to apply online to Study link at least 2 weeks prior to commencement.

All enrolment processes must be completed two weeks prior to programme commencement.

7. Orientation

A formal meet and greet will be held the Friday before classes start. Family and friends are welcome. We look forward to welcoming you to the start of your aviation adventure.

TAKE
CONTROL
OF YOUR
FUTURE



More Information

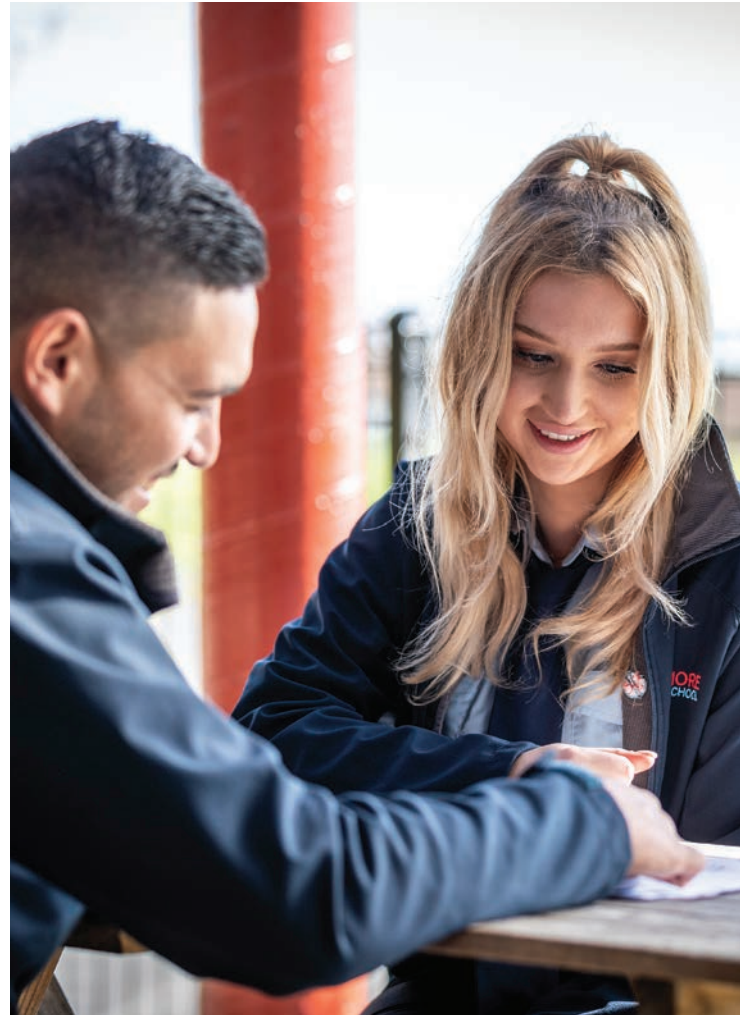
What are the employment opportunities once I've completed my training?

Better prospects for commercial pilots in the longer term

Aviation industry leader Boeing predicts that airlines around the world will need an additional 535,000 trained pilots over the next 20 years. This is due to fewer new pilot entrants, large numbers of retirement and increasing fleet sizes.

Ardmore Flying School also works closely with industry, both internationally and in New Zealand to develop employment pathways for its graduates.

Our instructor courses are recognised as one of the most intensive and successful courses available in NZ.



Frequently Asked Questions

How long will it take to obtain a Commercial Pilot Licence?

To obtain a Commercial Pilot Licence (CPL), you will first complete your Private Pilot Licence (PPL). Then you can work towards completing your CPL. This may take up to 52 weeks depending on the weather and your ability. If you wish to move into the airlines, you will require further training.

How old must I be to start training at Ardmore Flying School?

Students must be 18 or older to start training.

How much will it cost?

Cost is highly dependent on the number of flying hours completed by the student.

Contact our enrolments team to find out the cost structure outlined for each licence.

How can I get some information about the courses?

Send an email through our Contact Us page on our website to receive a New Zealand Student or International Student Information Pack. www.ardmore.co.nz

Do you offer part time/casual training?

Yes.

I wear glasses, will this be a problem?

You will need to meet minimum medical standards, but in most cases wearing glasses won't be a problem. In fact, many airline pilots wear glasses. You can wear glasses or contact lenses so long as your vision is corrected to 20/30 or better.

To obtain a NZ CAA Class 1 or 2 medical, you must visit an approved aviation medical examiner. They are listed on the CAA website at www.caa.govt.nz.

For any health issues, we recommend you consult an aviation medical examiner.

Can I fly if I'm colour deficient?

In general, yes. CAA has recently changed its requirements in this area and there are now multiple ways you get tested for compliance. Speak to your aviation medical assessor if this is an issue.

How often do I have to fly to keep my licence current?

To keep your licence active, you must perform three take-offs/landings every 90 days. Then you will need to undergo a flight review every two years.

Does your school do licence renewals?

Yes.

Is a New Zealand CPL recognised overseas?

The New Zealand CPL is well recognised worldwide, and New Zealand pilots are in popular demand by many airlines.

The licence meets the International Civil Aviation Organization (ICAO) standards. In many cases a licence conversion will simply require passing the local flight rules

examination, completing a flight test and obtaining a local medical for the type of licence you hold.

Does your school do licence conversions for overseas licences?

Yes.

Refund Entitlement Policy

1. A Student is entitled to a refund if withdrawing from a course or programme, during the withdrawal period. The withdrawal period is defined as:
 - a. Prior to Course or Programme commencement, or,
 - b. Within two working days of course commencement of course duration two days up to five weeks, or,
 - c. Within five working days of course commencement of courses of duration five weeks to less than three months, or,
 - d. Within ten working days of course commencement of courses of duration more than three months
2. If a student withdraws outside of the withdrawal period as detailed under clause 12.1, fees paid may only be refunded by the Provider to the Student under the following circumstances:
 - a. Termination of this contract due to non-performance of the Provider
 - b. Termination of this contract due to non-performance of the Student
 - c. Cessation of training due to Force Majeure
 - d. Upon cessation of training for any other reason(s) agreed to between the Provider and the Student
 - e. Termination of training due to the Student losing or having an inability to regain or to hold an aviation medical certificate
 - f. For clarity, the Provider is not required to provide a refund for a Student choosing to transfer to another similar training organisation.
3. Amount of Refund Entitlement
 - a. Where a refund is approved for a Student completing a withdrawal during the withdrawal period in accordance with clause 12.1, the student will be entitled to a full refund of all remaining self-funded fees held in Trust in the Student's name, less;
 - b. Any non-refundable fees as detailed in clause 13 incurred prior to withdrawal (i.e., flying hours completed, exams fees etc.)
 - c. The administration fee of \$150.00 per course block (PPL, CPL, IR, ATPL/MCIC) up to a maximum \$450.00 for a full Programme of study.
 4. Where a refund is approved for a student completing a withdrawal outside of the withdrawal period, in accordance with clause 12.2, the Student will be entitled to a full refund of all remaining funds held in Trust in the Student's name, less;
 - a. Any non-refundable fees as detailed in clause 14 incurred prior to withdrawal (i.e., flying hours completed, exam fees etc.)
 - b. Any theory course that is part of a Diploma, that the Student has started. For clarity, this means either the PPL, CPL, IR, BGT, MCC or ATPL theory courses in their entirety, whether classroom or web based.
 - c. Accommodation charges to date of withdrawal, or agreed termination date, and the required notice period (three weeks).
 - d. A withdrawal fee of \$1,000.00, plus the administration fee of \$150.00 per course block (PPL, CPL, IR, ATPL/MCIC) up to a maximum of \$1,450.00 for a full Programme of study.
 5. The amount of refund in any circumstance will not exceed the total funds held in the Trust Account of the Student's name at the date of the cessation of training.
6. For clarity, any outstanding debt at the time of withdrawal will be deducted from the remaining balance in the trust during the withdrawal reconciliation.
7. Refunds are paid into the account from which the fees were originally paid, unless agreed between the student and the provider in writing at the time of withdrawal. The refund can then be made into an account in the student's name OR transfer to the trustee of a new provider.
8. Refunds to International Students will be made in New Zealand Dollars.
9. Non-refundable items
 - a. Practical flight hours and ground theory courses completed at the date of cessation of training will not be refunded
 - b. Equipment or materials already supplied to the Student at the date of cessation of training will remain the property of the Student
 - c. Administration Fees and International Fees.



PLOT
YOUR
COURSE

International Pastoral Care

Ardmore Flying School has also agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the NZQA. Copies of the Code are available on request from Ardmore flying School or from the NZQA website at: <https://www.nzqa.govt.nz/providers-partners/education-code-of-practice/>

Medical and Travel Insurance

The Student Hub team can assist with questions and claim advice regarding your insurance. We have information about insurance options and processes on our website Medical and Travel Insurance Requirements.

To enrol at Ardmore Flying School, international students (including group students) must have appropriate and current medical and travel insurance while in New Zealand. Your insurance must cover you from the beginning of your studies until at least the expiry of your student visa. This is a New Zealand Government requirement as outlined in the Code of practice for the pastoral Care of International Students and under Immigration New Zealand policy.

Your insurance may be included in your course fees when completing a recognised course of study at Ardmore Flying School.

Note: NZ domestic students do not need this insurance.

International Education Appeal Authority

The International Education Appeal Authority is an independent body that deals with complaints from international students about the care, advice or services they receive from their education provider or the provider's agent.

The Authority investigates complaints and determines if there has been a breach of the Code of Pastoral Care. It has the power to impose sanctions on education providers that have committed a breach that is not serious. The Authority may recommend to the Review Panel that the provider be suspended or removed as a signatory to the Code if it has committed a serious breach. For more information, visit:

<https://www.justice.govt.nz/tribunals/students/international-education-appeal-authority/>

Accommodation Services

Ardmore Flying School provides an Accommodation Service to assist you in matters relating to your accommodation during your pilot training. If you seek further advice, call the operations team for more help and information.

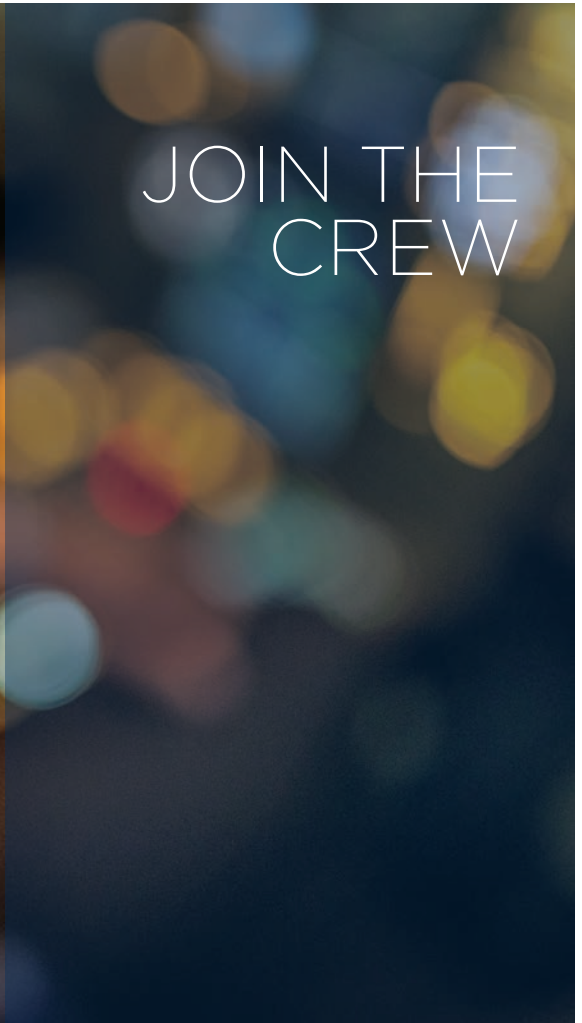
During your Training

Attendance

If you are student loan funded you are required to attend for 1200 hours per year for the duration of the course. To achieve this level of attendance, all scheduled lessons, whether ground school or practical flight lessons or additional instructional lessons, are compulsory.

Absences other than for genuine illness will not be accepted. You may be expected to provide a medical certificate of illness if your absence is for more than 3 days or is of sufficient frequency or seriousness as to affect your ability to maintain your planned training schedule. Continued or multiple non-attendance instances may result in exclusion from the training programme. Should this situation arise you will be called into





JOIN THE
CREW

Glossary

PPL: Private Pilot Licence (entitles the holder to fly with passengers but not for hire or reward)

CPL: Commercial Pilot Licence (entitles the holder to fly with passengers for hire or reward if employed by a suitably certificated air operator)

ATPL: Airline Transport Pilot Licence (entitles the holder to act as captain on an aircraft that requires two pilots)

IR: Instrument Rating (entitles the holder to fly without visual references, navigating solely by reference to radio navigational aids. This is how airline pilots fly)

IFR: Instrument Flight Rules (rules governing flights undertaken on instruments)

ASPEQ: Aviation Services Limited (the body that administers all external

Examinations and flight tests for the CAA)

Type Rating: An authorisation associated with a pilot's licence allowing operations on individual types of aircraft

CAANZ: Civil Aviation Authority of New Zealand (the aviation industry's regulatory body)

VFR: Visual Flight Rules (Rules governing flights undertaken visually)

NZQA: New Zealand Qualifications Authority

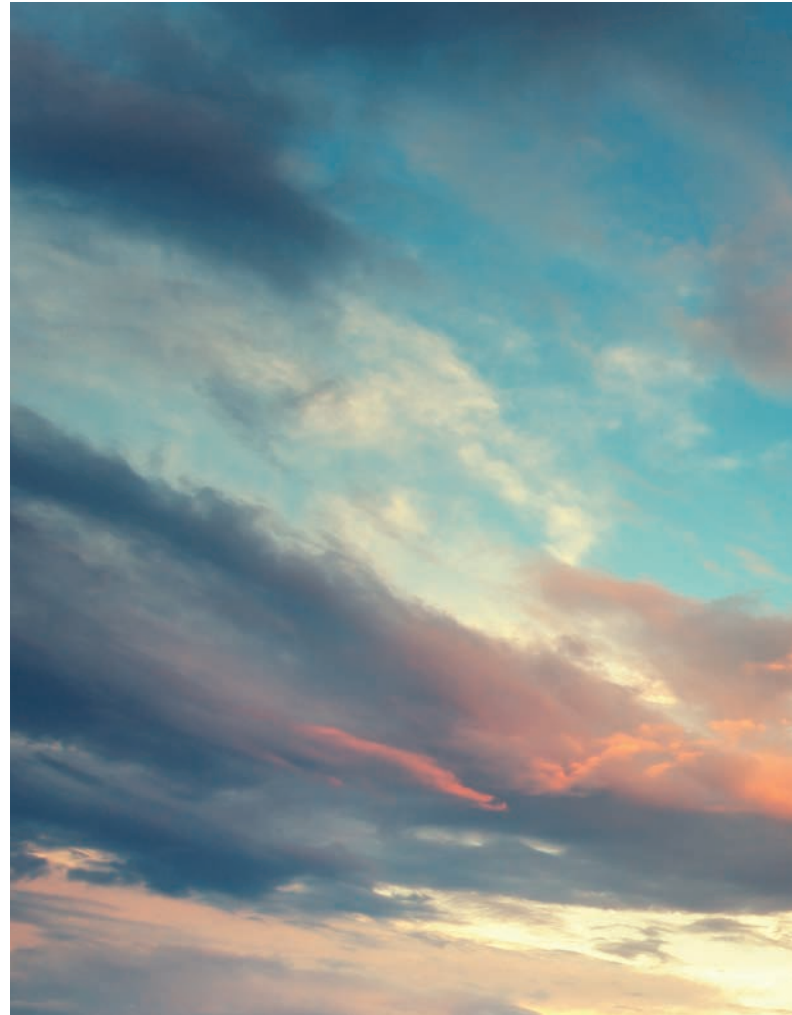
MEIR: Multi-Engine Instrument Rating

Solo: Solo flight — you will be the only person in the aircraft

SEIR: Single Engine Instrument Rating

Fixed Wing: Aero plane

CFI: Chief Flying Instructor







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