

Ch5-s1-13
Aviation Technician – Aircraft Maintenance into Aviation Flight Management Program Seat Reservation – Operating Practice

Responsible Authority:	Registrar
Approval Authority:	Senior Team
Date First Approved:	2016-Apr-01
Date Last Reviewed:	2021-May-07
Mandatory Review Date:	2025-May-07

PURPOSE

To support graduates of the Aviation Technician – Aircraft Maintenance program with an opportunity to further their education into the Aviation Flight Management Program by reserving 2 seats for admission each application cycle.

SCOPE

This policy applies to graduates of the Aviation Technician – Aircraft Maintenance Program.

DEFINITIONS

ATAM	Aviation Technician – Aircraft Maintenance
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POLICY

- Approval has been granted for 2 seats to be reserved for admission into the 1st semester of the Confederation College Aviation Flight Management Program for 2 graduates of the Confederation ATAM Program.

PROCEDURE

<u>Action</u>	<u>Responsibility</u>
1. Entrance Requirements	
1.1 Must meet the admission requirements of the Aviation Flight Management Program.	Student
1.2 Must have graduated from the ATAM Program at Confederation College with a minimum 3.0 GPA or higher, or be currently registered in the final semester of the program with a current program GPA of 3.0 or higher	Student

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| 1.3 | Must provide a letter/email of recommendation from the ATAM Program Coordinator | Student |
| 1.4 | Must have a completed application to the Aviation Flight Management program at ontariocolleges.ca before the February 1st equal consideration date | Student |
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| 2. Application Process | | |
| 2.1 | Applicants submit their interest in writing to the ATAM Program Coordinator prior to February 1 st (first round offer deadline) | Student |
| 2.2 | The Admissions Department verifies that the 2 applicants have met the admission requirements to the program | Admissions |
| 2.3 | The Admissions Department will also verify that the applicants have achieved at least a 3.0 GPA | Admissions |
| 2.4 | Once the applicants' eligibility is confirmed by the Admissions department, offers of admissions will be generated for the students | Admissions |
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| 3. Advanced Standing | | |
| 3.1 | The approved applicants will receive credit for the course AF412 – Engines and Systems | Admissions/Registration |

SUPPORTING DOCUMENTATION

Not applicable

RELATED POLICIES

Not applicable

RELATED MATERIALS

Not applicable