

Student Name _____

General Information

This contract is designed to inform students of the educational services and standards they will receive from Langley Flying School, including an estimate of the overall costs of the program.

This program does not require approval by the Private Training Institutions Branch (PTIB) of the Ministry of Advanced Education, Skills & Training. As such, PTIB did not review this program. Students may not file a claim against the Student Tuition Protection Fund in relation to this program.

The institution is certified by the Private Training Institutions Branch and as such, must comply with regulatory requirements relating to, among other things, student enrolment contracts, tuition refunds and instructor qualifications.

Institution Information

Langley Flying School, Inc.

The contact information for Langley Flying School is as indicated above (letterhead).
Langley Flying School is a designated institution with PTIB registration number 1540.
Email address – administration@langleyflyingschool.com



Student Information

a) The student's legal name is as follows:

b) The student's previous name, if applicable, is as follows:

c) The student's full **British Columbia** mailing address, including street, city, province/state, and postal code is as follows:

d) The student's full **Permanent** mailing address (if applicable), including street, city, province/state, postal code, **and country** is as follows:

e) The student's telephone number is as follows:

f) The student's **alternate** telephone number is as follows:

g) The student's main email address is as follows:





h) International student:

Yes

No

Citizenship: _____

Do you have a study permit? Yes

No

If you do not have a study permit, do you have a permit, visa, or other written authorization to study in Canada other than a study permit?

Yes

No

| | | | | | | | | | | | |
|---|---|-------|---|---|---|---|---|---|--------|------|--------|
| Date of Birth | | | | | | | | | Gender | Male | Female |
| | Y | Y | Y | Y | M | M | D | D | | | |
| British Columbia Personal Education Number (PEN) (if available) | | _____ | | | | | | | | | |

Next of Kin (Emergency Contact in case of accident or injury)

In the event of an emergency, Langley Flying School staff should contact:

_____ (please print full name above)

_____ (relationship)

_____ (primary telephone number)

_____ (alternate telephone number)

_____ (address)





Program Information (to be completed by Langley Flying School)

a) Program Name and Duration in Hours.

| <i>Name</i> | <i>Dual</i> | <i>Solo</i> | <i>Preparatory Ground Instruction (PGI)</i> | <i>Estimate course duration (weeks)</i> | <i>Credential Awarded</i> |
|--------------|-------------|-------------|---|---|-------------------------------|
| Night Rating | 6 | 6 | 4 | 7 | Certificate |

b) This program is designed to provide flight and ground training to a suitable candidate with a valid Canadian Private Pilot Aeroplane Licence to obtain training and a recommendation for a Transport Canada Night Rating endorsement.

c) The commencement date of the program is as follows:

d) Estimated completion date:

e) The language of instruction is English.

a) The method of delivery is site based (at Langley Flying School training facility, using classrooms, small aircrafts, and flight training devices).

f) The standard minimum program duration is 20 hours of instruction (7 full time weeks (~15 hrs. of instruction/week)).

g) Upon successful completion, you will obtain a Canadian Night Rating Endorsement on a valid licence.

Program Admission Requirement

Admission to the Night Rating Training program requires a valid Transport Canada Category 3 aviation medical and a valid Private or Commercial Pilot Licence.

Program admission requirements may not be waived by the student or the institution.

Statement of confirmation: *"I confirm that I meet this admission requirement."*

_____ (student signature acknowledging above statement)



Program Costs

Program costs are in Canadian Dollars and are based on Transport Canada Minimums (Aircraft and Ground school). (Aircraft and Flight Training Device (FTD) rental and utilization costs are not included in the costs below—see “Important Information”).¹

| NIGHT RATING PROGRAM (NOT INCLUDING AIRCRAFT OR FTD RENTAL) | AMOUNT (CAD²) |
|--|--|
| Application fee (\$500 for international students) | 150.00 |
| Administrative fee | 200.00 |
| Course material fee | 140.00 |
| Textbook fee | 120.00 |
| Transport Canada Night Rating fee | 30.00 |
| 6 hours dual aircraft instruction tuition (\$70/hr.) | 420.00 |
| 4 hours preparatory ground instruction tuition (\$70.00/hr.) | 280.00 |
| TUITION TOTAL = \$700.00 | |
| TOTAL PROGRAM COSTS: | <u>\$1340.00</u> (\$1690 for international students) |

❖ ¹ The Transport Canada and Pilot Examiner fees are minimum estimates only and are not billed upfront. These may change without notice.

Important Information

Equipment Rental, dual and supervision instruction rates are as posted. Please request or refer to the latest *Equipment Rental and Dual Instruction Rates*. Langley Flying School provides all candidates with at least 45 days' notice prior to making any changes to these posted rates. Any fees reflected on the *Equipment Rental and Dual Instruction Rates* are not protected under the *Private Training Act*.

Refund Policy

This program does not require approval by the Private Training Institutions Branch (PTIB) of the Ministry of Advanced Education, Skills & Training. As such, PTIB did not review this program. Students may not file a claim against the Student Tuition Protection Fund in relation to this program. As the tuition is less than \$4000, no refund is provided if the student is no-show or decides to withdraw or got dismissed or completed training, in any case there is no refund given.

Payment Plan

If the term of this enrolment contract is shorter than 6 months Tuition is due on the *Commencement Date* — unless otherwise agreed by the Financial Manager.

If the term of this enrolment contract is longer than 6 months, LFS requires tuition to be paid in 2 equal instalments, the instalment dates shall be set as evenly as possible in relation to the term of the student enrolment contract (typically at the halfway point), and the tuition amount shall be apportioned equally to each instalment date.

Please note LFS also requires students to maintain a *minimum deposit* of \$500 for aircraft rental fees to ensure that students do not have a balance owing to LFS after each flight. Any unused funds will be refunded upon dismissal, withdrawal, or training completion.

Information: The Private Training Institutions Branch (PTIB)

All private institutions that provide career training programs to students where the tuition charged is greater than or equal to \$4,000, and where the instructional time is greater than or equal to 40 hours must be registered under the *Private Training Act*. The Private Training Institutions Branch (PTIB) of the Ministry of Advanced Education administers the *Private Training Act* and associated regulations. A list of registered / designated institutions can be found on PTIB's website.

For further information about PTIB and the services it provides, students may contact PTIB at:

Toll-free: 1-800-661-7441

Fax: 778-945-0606

Email: PTI@gov.bc.ca

www.privatetraininginstitutions.gov.bc.ca

Main Office:

Private Training Institutions Branch
203 - 1155 West Pender St
Vancouver, BC
Canada V6E 2P4

STUDENT DECLARATION

This contract is legally binding when signed by the student and accepted by the institution:

- I have read, understood, and agreed to the terms and conditions of this enrolment contract.
- I have received a signed copy of this contract.
- I have represented to the institution and provided evidence to prove that I meet all the admission requirements for this program of study.
- I have read, understood, and agree with the following documents and a copy has been provided to me:
 - Night Rating Training Program Outline
 - Langley Flying School Policy Booklet: including the following policies:
 - Code of Conduct and Dismissal Policy
 - Attendance Policy
 - Cancellation and “No Show” Policy
 - Respectful and Fair Treatment of Students Policy
 - Sexual Misconduct Policy
 - Tuition and Fee Refund Policy
 - Dispute Resolution
 - Grade Appeal Policy
 - Student Withdrawal Policy
 - Prior Learning Assessment Policy
 - Language Proficiency Assessment Policy
 - Privacy Policy
 - Work Experience Policy
- I will refer to the Langley Flying School website and Policy Booklet periodically.
- I understand that it is my responsibility to request and receive my Pilot Training Record within 14 days of suspension, dismissal, or completion of training. Any requests for PTR after 14 days are subject to a PTR processing fee of \$50.
- The information provided is true and accurate and I am 19 years of age or older. If under the age of 19, a parent or legal guardian must also sign the contract; and
- I consent to the Institution sharing my personal information with the Ministry of Advanced Education for research purposes and statistical analysis under the authority of sections 6(2)(a) and 10(1)(a) of the Personal Information Protection Act (PIPA).
- I consent to the sharing, in accordance with Provincial privacy legislation, of my enrolment and reporting information between (insert name of institution) and Immigration, Refugees and Citizenship Canada, as necessary, for the purposes of the International Student Program.



STUDENT DECLARATION (continued)

Student Signature

Date Signed

Signature of Parent or Legal Guardian

Date Signed

INSTITUTION DECLARATION

The institution agrees to deliver the program according to the terms of this contract. The institution certifies that the student has met the admission requirements for the program of study.

Printed Name of Langley Flying School Representative

Position Title

Signature of Langley Flying School Representative

Date Signed