



PEARSON AVIATION PTY. LTD.

**INFORMATION
FOR
INTERNATIONAL STUDENTS**

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CRICOS03017M





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PEARSON AVIATION PTY. LTD.

There are good reasons for obtaining your pilot qualifications in Australia.

Australia has an excellent safety record in aviation.

It has a long history of successful pilot training. High professional standards are expected and generally flight training is not disrupted by bad weather.

Australia has a favourable exchange rate and prices are competitive.

PEARSON AVIATION is the pre-eminent flying school at Essendon Airport in Melbourne.

It places emphasis on high professional standards and safety; it has an excellent reputation in the industry and is firmly established as a provider of quality aviation services in the Melbourne region.

Its staff is highly qualified and experienced. There are a variety of aeroplanes available ranging in complexity from the Cessna 172 to executive jets.

Its premises are conveniently located on the airport in the main terminal building adjacent to the aeroplanes used for training.

Pearson Aviation is approved by the Civil Aviation Safety Authority to offer courses at all levels including training to be the Captain of a jet aeroplane and is listed on the Commonwealth Register of Institutions and Courses for Overseas Students as a registered provider of education programs for overseas students.

Pearson Aviation has no association with any other course provider.

Pearson Aviation makes no claims that at the completion of any course you will be eligible for permanent migration to Australia or for employment with any organisation within or without Australia.

ESSENDON AIRPORT is ideal for training professional pilots.

It is located within the same Melbourne Primary Control Zone that is used by Boeing 747 international flights into Melbourne Airport so that your flight training will be conducted in the radar environment of the professionals.

Essendon has long sealed runways, a control tower, on site maintenance workshops, approach and runway lighting and sophisticated navigation aids including RNAV (GNSS), a Non Directional Beacon and an Instrument Landing System.

Students will also have access to nearby General Aviation Aerodromes which use GAAP procedures with dual runways and contra-rotating circuits as well as access to a large country training area and country aerodromes.

As a training aerodrome for professional pilots Essendon Airport is unsurpassed.

In addition Essendon Airport is in the suburbs of Melbourne so that accommodation is not difficult to arrange. The airport is connected by electric tram to the city centre 16 km away. Taxis and buses also are available.

If you train at Essendon you will not be isolated.



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MELBOURNE is a modern multi-cultural city of some 4 million people with communities from countries all over the world so that there will always be someone to relate to and something interesting to do.

It is renowned for its restaurants from every nation, for its arts, entertainment, shopping, public transport, sport, parks and gardens and sightseeing.

It is politically stable and has been said to be the world's most liveable city.

Information on Living in Melbourne and costs

See Schedule 3 for information as to the costs of living in Melbourne.

COURSES AVAILABLE

Certificate IV in Aviation Operations (Commercial Pilot Aeroplane Licence) AVI 40108 and Diploma of Aviation (Instrument Flight Operations) AVI 50408

Courses for international students will be full time courses.

Students will be expected to attend at least 20 hours per week and maintain at least 95% attendance.

All pilot licences obtained in VH registered aircraft in Australia meet the requirements of the International Civil Aviation Organisation and are recognised and highly regarded throughout the world.

ACCOMMODATION

Alternatives are available.

1. Homestay Victoria.

Homestay Victoria is a private company that arranges for students to live with families in Melbourne. Food is included in the price and clothes washing is done by the host family.

2. Self Arranged Accommodation.

You might have friends in Melbourne who will arrange your accommodation or you might rent rooms with other students.

Things to consider if you arrange your own accommodation.

- a. Convenient and reliable transport must be available to Essendon Airport.
- b. You must have facilities and privacy to study.
- c. Although working for payment is not prohibited it is discouraged because it will interfere with your studies.
- d. make sure the people you will be sharing with have similar goals and habits as you do. When the time comes to choose a roommate remember don't panic, take your time and don't compromise on important principles.

For further information see Schedule 3 page 13.



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Student Support Services

Pearson Aviation is proud of its dedication to delivering personalised attention to its students. All theory classes are kept small to facilitate individual attention.

Students will be monitored in relation to their progress and notified if and when they fall behind the expected level of achievement.

Students' performance will be monitored and assessed to ensure that they complete the course within the expected time frames. Remedial intervention will commence as soon as a short fall in performance is noted.

Any student experiencing any difficulty with the course will be offered immediate assistance and if it is thought desirable, referred to a suitably qualified counsellor. Pearson Aviation will comply with the ESOS Act and the National code in relation to reporting students as and when required. The "in house" support services are provided at no cost to the student.

Further Information

Overseas Students can access further information and regulations by going to Australian Education International at www.AEI.dest.gov.au

Pearson Aviation has a comprehensive policy for the investigation and resolution of disputes and grievances. A full time Student Liaison Officer and part time Social Worker are available to the Students where and when necessary.

PAYMENT TO PEARSON AVIATION

1. When you forward the "Application Form" you will need to pay an Application Fee of **AUD\$250.00**. This can be paid by credit card or EFT.

This fee is not refundable.

2. When you forward the signed agreement to enrol for the course with Pearson Aviation P/L you will need to enclose:

- a. the deposit for your accommodation (if we are booking your accommodation)
- b. the cost of transport from the airport (if we are arranging your transport)
- c. payment for any prescribed ELICOS course
- d. the cost of Private Health insurance (not refundable)
- e. a processing fee of AUS\$1,000.00 (not refundable)

The accommodation cost will depend on which type of accommodation you choose.

Payment for accommodation of two weeks in advance will be required.

Transport from the Melbourne International aerodrome costs **AUD\$50.00**.

3. Pearson Aviation requires payment of fees monthly in arrears. Students will be presented with an invoice at the completion of each month's tuition. This invoice will be payable on presentation and must be paid at that time. In any case payments must be made pursuant to the legal agreement between the student and the company.



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***Note that the following items are not included in these fees.**

- ❑ Travel costs of any kind except transport from the airport.
- ❑ Costs of English standard tests and assessment of qualifications
- ❑ Visa costs
- ❑ Accommodation except for the first two weeks when deposit paid to school.
- ❑ Living expenses
- ❑ Medical insurance costs
- ❑ Flight time over and above that contracted for by Pearson Aviation. Additional training will be charged at normal dual or solo rates operating at the relevant time.
- ❑ Repeat flight tests and theory tests in the event of a test failure. Repeat flight tests cost AUD\$750.00 test fee plus applicable rates for the aeroplane.
- ❑ Landing and airways charges apart from those included in the normal flight training program
- ❑ Any other item as per the Legal Agreement.

For clarification of these items see the applicable Legal Agreement.

FEE CHANGES.

Pearson Aviation reserves the right to increase flight training fees should the cost of component services and charges be increased. Should fee changes become necessary, the changes will be widely publicised and one month's notice will be given.

STUDENT REFUNDS.

Pearson Aviation does not accept funds in advance except for the application and processing fee, which are **not refundable**.

The company does not accept course fees in advance from International students and accordingly a refund policy in respect of same is not applicable.

WITHDRAWAL FROM THE COURSE.

1. Withdrawal prior to commencement of the course

If for any reason a student withdraws from a course after the Orientation Day program then Pearson Aviation will inform DEEWR via PRISMS of the withdrawal. Any course fees owing up to and including the date of withdrawal will be invoiced to the student and immediately payable by the student.

2. Withdrawal during the course

See Above. Pearson Aviation will fulfill any obligations in regard to the awarding of Statement of Attainment.

3. Withdrawal initiated by the Company

If for any reason a student is expelled from a course due to disruptive or dangerous behaviour or if the student withdraws from a course as a result of a company recommendation due to lack of adequate progress, then all fees incurred by the student up to and including the date of withdrawal will be payable on the presentation of an invoice from the company. Pearson Aviation will inform DEEWR via PRISMS of the student's withdrawal from the course.



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HOW TO GAIN ENTRY TO A COURSE. **

It is necessary to gain entry to a course before the Australian government will issue a student visa.

- ❖ **The first step** is to complete and mail to Pearson Aviation the "Application Form". A non refundable fee of AUD\$250.00 is to be forwarded with the application.

If the application is acceptable, Pearson Aviation will forward a Letter of Offer and a Legal Agreement between Pearson Aviation and yourself to be signed.

- ❖ **The second step** is to read the Agreement carefully make sure you understand the obligations placed upon you and Pearson Aviation.
- ❖ **The third step** is to complete your details and sign this Agreement with Pearson Aviation P\L for provision of the course and return the agreement with the processing fee to Pearson Aviation.

** Should any additional requirement apply, it will be stated in the attached letter of offer.

When the agreement is completed you will be sent a Confirmation of Enrolment (CoE) which you will need when you apply for your Australian Student Visa.

There are three ways of taking these steps.

1. By mailing direct to Pearson Aviation Pty Ltd.
2. Through an Australian Education Centre in your country.
3. through an agent appointed by Pearson Aviation to assist students in your country.

The Australian Education Centre and the agent may charge fees for their services.

PRE-REQUISITES FOR ENTRY TO THE COURSE

The information you provide on the "Application Form" will enable us to decide your eligibility for our Pilot Training Courses. The main items are:

- ✚ **AGE;** you must be 18 years of age before taking a flight test for a Commercial Licence. Students must be 18years of age on enrolment to the course, there is no upper age limit.
- ✚ **ENGLISH;** gain entry to a flight training course at Pearson Aviation P\L it is necessary for you to prove that you have reached **Level 5.5 of the International Language Standard** in English or equivalent. Arrangements can be made for this test to be taken at the Australian or British Embassy in your country. Further information on English Language Proficiency requirements can be found on the CASA web page www.casa.gov.au

Send a certified copy of the result to Pearson Aviation P\L as soon as possible. If you have not reached the level of English required by Pearson Aviation you would be able to apply for an ELICOS course in Melbourne, Australia, to bring your English up to the required standard. In this case Pearson Aviation would make you a provisional offer which means that you would be accepted for pilot training when the ELICOS course is complete. ELICOS courses cost approx AUD\$1,250.00 for a five week course. (AUD\$250.00 per week)

The provisional offer would enable you to get a student visa, which could be extended once you were in Australia to proceed with the pilot training course.

It should be noted that after you arrive in Australia, the CFI of Pearson Aviation reserves the right to require you to take additional ELICOS courses should your English standard not meet the level required for entry to the course. The Australian Civil Aviation Authority requires and English Language assessment to be completed prior to the issuing of an Australian Pilots Licence. Further information about CASA requirements for English Language can be found on the CASA web site.



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GENERAL STANDARD OF EDUCATION.

You are expected to have obtained qualifications equivalent to the completion of Australian year 12.

To have your qualifications assessed it will be necessary for you to send certified copies of your academic transcripts to Pearson Aviation P/L, Essendon Airport, Victoria, Australia 3041 or email to infor@pearsonaviation.com.au

When they are received Pearson Aviation will arrange to have them assessed and notify you of the result. The cost for this service is covered in the Application Fee.

RECOGNITION OF PRIOR LEARNING

Under the Australian Qualifications Framework, a registered body will generally recognise appropriate prior learning. All accredited institutions are required to have a policy on **Recognition of Prior Learning**.

Pearson Aviation *will not* actively recruit students but will enrol a student transferring from another course (prior to the student completing six months of their principle course) **provided that** the student obtains a letter of release from their previous course provider.

AND PRESENTATION OF:

a valid pilot licence - issued by the government of a country which is a signatory to the Chicago Convention 1944 and abides by the rules of the International Civil Aviation Organisation (ICAO) – a log book appropriately certified by the relevant authority of the licence issuing State or a Certificate of Attainment issued by an Australian Registered Training Organisation which is authorised to deliver pilot training under the AQTF.

TRANSFER BETWEEN REGISTERED PROVIDERS.

Pearson Aviation will accept students transferring from or to another RTO provided that the student meets the requirements as stipulated in the Policy and Procedure for student transfer.

The full range of Policies and Procedures will be covered in the Orientation Program each student is required to attend prior to commencement of their training.

The Student is required to notify the school of any change of address while enrolled in the course.

MEDICAL CERTIFICATE and INSURANCE

You will need an **Aviation Medical Certificate** for the type of Pilot Licence you require. You will need to be examined by a doctor approved for this purpose. CASA has approved Doctors in many countries you may wish to complete your medical before leaving home. A Class 1 or 2 Medical is required for a Commercial Licence. This medical is additional to any medical certificate required by the Australian immigration department for the issue of your student visa.

A list of doctors approved to examine for aviation medicals can be found on the CASA web site: www.casa.gov.au

Additionally, the Australian government requires all international students not covered by their country's reciprocal health arrangement, to have **private health insurance** covering the period of stay in Australia but not less than a period of 12 months. Students must arrange for health insurance cover with a private provider prior to application for a Student Visa.



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SIGNING THE AGREEMENT WITH PEARSON AVIATION Pty Ltd.

After it has been established that you are eligible for the course, Pearson Aviation Pty Ltd will send you a copy of an agreement between you and the company. When it is properly signed it will be legally binding on you and also legally binding on the company to provide the course.

When you are satisfied with the contents of the agreement, it should be signed and forwarded to Pearson Aviation P\L with a bank cheque made out to Pearson Aviation to cover the following items:

- ✓ Processing fee AUD\$1000.00
- ✓ Transit from Aerodrome fee AUD\$ 50.00 (if applicable)
- ❖ Cost of two weeks accommodation AUD\$ (as required if applicable)
- ❖ Cost of prescribed ELICOS course AUD\$ (if required)

If you are successful in gaining entry into the course, CoE previously mentioned will be forwarded to you and you can then finalise your student visa.

❖ **NOTE**

You will be notified of the amounts for these items when the agreement is forwarded to you and you have advised us of your preference for accommodation. As stated previously the accommodation cost will depend on the type of accommodation you choose. The cost of the ELICOS course will depend on the number of weeks required.

STATEMENT ON PRIVACY

Information will be collected on application forms and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on your application form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on the application form or during your enrolment can be disclosed, without your consent, where authorised or required by law.

Disputes, Complaints and Appeals

If a dispute or complaint shall arise between the Trainee and the Company as to a matter of fees, course content, facilities or the provision of services, such dispute shall firstly be referred to the Trainee counsellor appointed by the Company to oversee the general welfare of the Trainees, and failing resolution, to the Disputes Officer appointed by the Company, at which point written records shall be kept of the submissions made by both parties to the dispute. If after seven working days the Disputes Officer has been unable to resolve the dispute, the Disputes Officer shall refer the matter to the Victoria Registration and Qualifications Authority for assessment and resolution.



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This policy, and the availability of a complaints and appeals process, does not remove the right of a Trainee to take action under Australia's consumer protection laws.

Should a Trainee wish to appeal a decision made by the Company in relation to a dispute between the Student and the company, the Trainee's performance, attendance, or other matter (other than a CASA decision) naturally arising from this agreement then that Trainee shall have the right to appeal, in writing, the decision directly to the company PEO. Upon receipt of an appeal the PEO shall give due and proper consideration to all the facts and circumstances and if warranted on merit, refer the decision back to the decision maker for reconsideration.

Decisions by CASA

The Trainee acknowledges that decisions as to the result of CASA aviation examinations and or flight tests rest exclusively with CASA and that any right of appeal against same is governed by relevant Australian law including the *Civil Aviation Act* and its associated Regulations (as amended). The Trainee further acknowledges that the Company CFI, or other designated person, when conducting flight tests, is acting as a lawful delegate of CASA and as such any appeals to decisions made by the CFI, or other designated person, in the course of conducting a flight test must be appealed directly to CASA. Complaints against CASA must be made directly to the CASA Ombudsman.

HOW TO OBTAIN YOUR STUDENT VISA.

You should take the Acceptance Letter and your CoE with you to the Australian Embassy or Australian Consul's office when you apply for your student visa.

Please notify Pearson Aviation as soon as your student visa is issued so that final arrangements can be made.

TRAVEL TO AUSTRALIA.

You are to make your own travel arrangements to Melbourne.

You should arrange to arrive two weeks before the course begins so that your English standard, your accommodation and health insurance can be finalised, and so that you can attend the orientation program conducted by the company.

We will need to know the arrival time of your flight so that we can arrange to meet you at the Melbourne Airport.



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SCHEDULE 1

COURSES AVAILABLE and STARTING DATES					
COURSES	Theory time Weeks	Flight training time. Weeks	Vacation	Total Weeks	Starting Date
<i>Cert IV in Aviation Operations (Commercial Aeroplane Pilot Licence)</i> <i>AVI40108</i> <i>CRICOS Code 072095C</i>	23	25	4	52	As required
<i>DIPLOMA Of AVIATION (Instrument Flight Operation)</i> <i>AVI 50408</i> <i>CRICOS Code 072094D</i>	4	20	2	26	As required



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SCHEDULE 2

FLIGHT TRAINING COSTS (International Students)

<u>COURSE</u>	<u>TOTAL FLIGHT TIMES</u>	<u>COURSE FEE</u>
Cert IV in Aviation Operations (Commercial Aeroplane Pilot Licence) AVI 40108 CRICOS Code 072095C	200.0 hours (DGCA requirement) + Commercial subjects.	AUD\$61,000.00
Instrument rating (Diploma AVI 50408) CRICOS Code 072094D	40 hours flying + IREX	AUD\$25,000
<u>Optional units</u>		
Instructor rating	50 hours	AUD\$25,000
Multi engine rating	50 hours PIC	AUD\$25,000
Airline Pilot Licence	Includes Cert IV Diploma & all ATPL subjects + 50hours multi PIC.	AUD\$105,000



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SCHEDULE 3

ACCOMMODATION COSTS

Homestay Victoria:

Further information on student Homestay accommodation is available from:
www.study.vic.gov.au/Instu/Homestay.htm

Costs: Approximate costs between AUD\$250 to \$350 per week

Apartments

There are numerous apartment complexes devoted to student accommodation within the Melbourne metropolitan area.

Prices vary depending on the length of stay, number of persons sharing and the location.

An average indicative price for a 1 bedroom plus study apartment is in the order of AUS \$1500.00 per calendar month.

Additional Information on Living in Melbourne and Costs

Additional information on the cost of living in Melbourne may be obtained from the following sites:

<http://www.liveinvictoria.vic.gov.au/>

<http://www.studymelbourne.vic.gov.au>

http://www.australia-migration.com/page/Cost_of_Living_calculator/95

Information on public transport can be found at:

<http://www.metlinkmelbourne.com.au/>

<http://www.connexmelbourne.com.au/>



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Taxis:

http://www.melbourne-city-directory.com.au/t-page/taxis_cabs.htm

Booking:

http://www.victaxi.com.au/hire_hail_bookings_melbourne.htm

Map:

Map of public transport system can be found at:

http://www.metlinkmelbourne.com.au/maps_stations_stops/melbourne_public_transport_map

Restaurants:

<http://www.totaltravel.com.au/>

<http://www.menulog.com.au>

Entertainment:

www.Citysearch.com.au

<http://www.melbourneaustralia.com.au/entertainment/>

Further Information on ESOS Framework

www.dest.gov.au

<http://aei.dest.gov.au>