
	186 Airway Blvd Livermore, Ca. 94551	tel 925-449-2142
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## International Students - What's Next?

**Prepared by:** Bill Komanetsky, Owner/Operator/Chief-Pilot

- A complete Ahart **customer folder** is needed before you can begin your studies. Here is what we need:
  - Customer Information Form
  - Aircraft Rental Agreement
  - Safety Policy Agreement
  - Copy of your passport and Visa
  - Copy of your I-20
  - Your Picture
- The **documents** that you **MUST** have in your customer folder are shown below. We list them here so you can understand just what documentation is needed to stay legal in the United States and at Ahart Aviation Services:
  - Two (2) forms of identification. Passport, Visa, Driver's License, etc.
  - A copy of your SEVIS I-20 document
  - Your TSA application and approval for each course you are training for. These include Private, Instrument and Commercial Multi-Engine courses.
  - An Ahart course enrollment form for each course (listed above) and a graduation form for each once you have graduated.
  - A Jeppesen Course folder for each course (listed above).
- Ahart Aviation Services is a fully approved FAA flight school for both Part-61 and Part-141 students. If you came to Ahart with an M-1 Visa (you used an I-20 to get your Visa), you **MUST be enrolled in an approved FAA course**. We normally approve students in our ground courses and because of this, you **MUST** have a Jeppesen course folder and you **MUST** take lessons from your ground or flight instructor. Each lesson must be logged in your Jeppesen course folder as well. Please be sure that you are doing this to stay legal at Ahart and in the United States.
- Unless otherwise arranged by yourself, Ahart has supplied you with night-time accommodations for a week or more. You will need to find additional housing if you would like to help


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save money. Since Ahart does not profit from your **accommodations**, it is your responsibility to find housing - we will help you if you need it.

- You will need to **apply with TSA for approval to do flight training** at Ahart. You can begin that process by going to this web site: <http://www.flightschoolcandidates.gov>
- You will need to **make an appointment for your fingerprints** (if you are not yet a Pilot in the United States). You do this after you submit a TSA request, Ahart approves the request, then you pay the TSA fee (in the previous step) We normally use the office at SFO airport: (650-821-5231) for the fingerprints. We will help you get to the finger print office if necessary.
- Once your fingerprints are done and you get approval, you will need to **submit a request for training and a flight instructor**. You can do this at the web site shown below. This process normally only takes a day or two, so you'll be up and flying pretty quickly. You cannot fly until this is complete as your flight instructor will use the approved form to let them know they can begin flying with you. All of your legal paperwork will be checked before approval to make absolutely sure you are OK to fly!

<http://www.ahart.com/newWeb/flightCourses/cfiRequest.htm>


- If you need **your own transportation**, we may be able to supply you with a bicycle or even help you find a car to drive. Ahart does not provide automobiles because of the expense and liability of doing so. Bicycles will be lent to you after we charge your account a \$200.00 security deposit which will be returned to you when you return the bicycle to us. Ahart Aviation Services does not rent automobiles for our customers through rental car companies like Enterprise, Hertz or others. We will help you get to these offices if you need to rent a car for a few days, but you must take full legal and financial responsibility for these rentals.
- Ahart Aviation Services uses the **Jeppesen** Private, Instrument, Commercial and Multi-Engine syllabus' and books. You will need to use these materials for your ground and flight work while studying to become a pilot. You can buy these directly from Ahart, or you may be able to find used books from others that have finished their studies at Ahart. Some of the things you MUST do:
  - Finish all ground lessons as indicated in your Jeppesen folder
  - Complete all stage and end-of-course tests indicated in your Jeppesen folder
  - Have an enrollment and graduation document signed by us before any written test or check ride.

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- While studying to become a pilot at Ahart Aviation Services, you will be required to take a minimum amount of **ground instruction**. Please talk with your instructor or anyone at Ahart and we will be happy to show you the requirements which the FAA has placed on us while instructing pilots.
- When **scheduling an aircraft** or a flight instructor, you are limited to scheduling your flights for 2 hours. You can schedule more than 2 hours if you are going to be doing a required cross-country flight requiring more than 2 hours. If this is the case, please indicate this in the comments section of your aircraft reservation. You are not allowed to schedule, in advance, the same model of airplane more than once a day. We call this double-booking, and it is not allowed because of the number of students we have. However, you can come in the day you want to fly a second time, and if the aircraft is available, you can fly on that day. Fees may apply if you do not abide by these rules.
- Ahart Aviation Services requires **Stage-Check's** to be done with an appointed Stage-Check instructor at different times during your training. This is to make absolutely sure that you are ready to solo, or take your check ride. We have three (3) stage checks in both Private and Instrument courses, and two (2) in commercial single and commercial multi courses. These stage checks are required and will be requested by your flight instructor.
- If at any time you are not happy with the **flight instructor assigned to you**, that is not a problem. We will happily supply you with another highly qualified instructor that might fit better with your learning style. Just email us at [ahart@ahart.com](mailto:ahart@ahart.com) and let us know that you would like a change. We are interested in our customer's satisfaction, so do not hesitate to ask us.
- You will need to take your **written test** at some point before your check ride. Your written test is good for two (2) years but must be completed before you actually go on your check ride. Please let our dispatch personnel know that you are ready and make sure your flight instructor has signed your log book indicating that you are ready for your written test.
- During your studies, at some point you will be ready to take your **check ride**. Verify with your instructor that they feel you are ready and when you both agree, you will need to fill out a Check Ride request form from our web site. Once filled out, we will check all of your paperwork to make sure you are ready. We will then schedule your check ride.

<http://www.ahart.com/newWeb/flightCourses/checkRideRequest.htm>

- When you are ready for your **next course** (Instrument, Commercial Single or Commercial Multi), you will need to fill out another instructor request form. Again, we will make sure all of your paperwork is correct and ready for you to begin.

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Don't forget, we want you to be happy while studying at Ahart Aviation Services, but we have things that must be done to keep you legal in the United States and other things that are required by the FAA. Ahart Aviation Services has very high standards for training our students, so you will get a very good education while studying with us.

If you have any questions, you can always ask any of our staff, or email us at [ahart@ahart.com](mailto:ahart@ahart.com) with your question(s).

Ahart Management