Welcome to Auburn Aviation!

The information contained in this handbook is critical to your success. Please read it carefully as you are responsible for complying with all of the Department of Aviation policies.
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Department of Aviation

Overview

Since the Wright Brother’s first flight in 1903, aviation has continued to transform the global landscape by connecting nations, economies, and cultures. Auburn University has been actively involved in aviation education for over 75 years and is centrally located and well connected to a hub of world-class aviation headquarters and organizations in the Southeast.

Our team takes a holistic, inter-disciplinary approach to aviation education and research. A strong sense of community and passion is evident among our 4,000+ aviation alumni who are well known for their positive contributions in all fields of the aviation industry.

Mission

The Auburn Aviation team, through education, research, and outreach programs, will develop highly desired graduates and thought leaders who will serve as a positive force in aviation and the world.

Academic Programs

The Department of Aviation offers two undergraduate degrees accredited by the Aviation Accreditation Board International: Aviation Management and Professional Flight. The Aviation Management Degree focuses on the business knowledge needed for success in the aviation industry, emphasizing general management and comprehensive understanding of all aspects of aviation operations. The Professional Flight Degree offers a quality aviation education that provides a solid foundation of aeronautical knowledge and piloting skills expected by professional aviation organizations and necessary for success in the aviation industry.

The Department of Aviation also offers two minors: Aviation Management and Professional Flight. The aviation management minor provides students in other majors an overview of the aviation industry and the opportunity to broaden their horizons in the field of aviation and transportation. Students can tailor their minor coursework to fit their interests and may begin taking courses in the minor as early as their freshman year if they meet the course prerequisites. The professional flight minor provides students in other majors the opportunity to earn FAA flight ratings and broaden their education in the field of flight operations and air transportation. Due to capacity limitations, students must meet with the aviation advisor prior to declaring the Professional Flight Minor.
Program Education Goals

Our goal is to:

1. Develop aviation professionals with exceptional knowledge, skills, and values. Graduates will be highly educated, technically proficient, safety-oriented, and business-minded.
2. Develop aviation professionals that advance global aviation. Graduates will have a global perspective and embrace diverse cultures and ideas. Graduates will recognize historical trends, current issues, and emerging opportunities.
3. Develop aviation professionals that aspire to lead. Graduates will champion integrity, cultivate professional and personal growth opportunities, subscribe to a philosophy of lifelong learning, and lead by serving others.

Curriculum in Aviation Management

The Aviation Management degree contains an embedded general business minor and 14 hours of free electives to tailor the degree to individual career aspirations.

AVMF Curriculum Model

Aviation Management Degree Curriculum Model (AU Bulletin)

Student Learning Outcomes

Students graduating from the Aviation Management, B.S. program will:

1. Conduct aviation operations in a professional, safe, and efficient manner.
2. Describe historical trends, current issues, and emerging opportunities in aviation.
3. Apply effective oral and written communication skills to function effectively in the aviation environment.
4. Articulate the value of integrity, lifelong learning, and building diverse teams in serving and leading others.
5. Apply knowledge of core business principles.
Admissions, Standards, and Requirements

Eligibility for admissions to the Aviation Management program is determined by the Auburn University Admissions Office on the basis of the candidate’s test scores and previous academic record.

Transfer Students

Transfer students (external and internal) may enter the Aviation Management program during any semester. Students must meet with the Aviation Management advisor prior to transferring.

Orientation for Incoming Aviation Management Students

Camp War Eagle is Auburn’s two-day orientation program for all incoming freshmen. On the second day of Camp War Eagle, you will attend a group advising session with Department of Aviation staff to plan your fall semester schedule and sign up for classes.

All transfer students are required to attend SOS – Successfully Orienting Students, Auburn’s one-day orientation program for incoming transfer students. SOS emphasizes university services, meeting with academic advisors, small group discussions on college student life led by upper-class student leaders, and registration for classes.

Curriculum in Professional Flight

Auburn University is a FAA-approved Part 141 pilot school. Flight operations are conducted at the Auburn University Regional Airport (KAUO), located less than three miles from campus.

Degree certifications and ratings include Private Pilot Certification, Instrument Rating, Commercial Pilot Certification, Multi-Engine Rating, Certified Flight Instructor (CFI), CFI with Instrument Rating (CFII), and Multi-Engine Instructor (MEI). One advanced pilot or flight instructor certification/rating MUST be completed at Auburn and to be Restricted ATP (R-ATP) eligible, the ground and flight training for the instrument rating and commercial pilot certificate must be completed at Auburn. NOTE: Commercial Pilot Certification, Single Engine is available as an add-on, but is not considered part of the Professional Flight degree.

AVPF Curriculum Model
Student Learning Outcomes

Students graduating from the Professional Flight, B.S. program will:

1. Conduct aviation operations in a professional, safe, and efficient manner.
2. Describe historical trends, current issues, and emerging opportunities in aviation.
3. Apply effective oral and written communication skills to function effectively in the aviation environment.
4. Articulate the value of integrity, lifelong learning, and building diverse teams in serving and leading others.
5. Possess the necessary knowledge, skills, and attitude to competently and ethically function as a professional pilot in the aviation industry.

Admissions, Standards, and Requirements

Eligibility for admissions to Professional Flight is determined by the Auburn University Admissions Office on the basis of the candidate’s test scores and previous academic record.

Professional Flight students must earn a grade of at least C in all courses in the major and maintain a minimum 2.70 overall unadjusted GPA. The Professional Flight curriculum is designed for progressive development of flight knowledge and skills, and students who earn less than a C will not be allowed to progress to the next course. A course in which a student earns a grade less than a C may be repeated one time only. Successful completion of the repeated course will result in the student being allowed to continue to progress through the Professional Flight degree curriculum. Students who earn a grade less than C in two or more Professional Flight major courses, or maintain an overall unadjusted GPA below 2.70, will be considered for dismissal from the program.

Transfer Students

Transfer students (external and internal) may enter the Professional Flight program during Fall or Spring semester and will be accepted on a space-available basis as determined by the department chair. A minimum cumulative unadjusted grade point average of 2.70 is required. Students must meet with the Professional Flight advisor prior to transferring.
Advanced Credit

Per the Professional Flight curriculum model, advanced credit for pilot certification/rating will be granted upon evidence of FAA pilot certificate/rating at the time of enrollment. Evidence consists of applicable FAA Airmen Certificate(s) and the successful completion of a knowledge and practical test. To be considered for advanced credit, incoming students must have their certificates/ratings completed by August 1. Per the FAA, academic credit and flight training conducted outside of Auburn University may not count toward the Restricted Airline Transport Pilot (R-ATP) certificate requirements.

Orientation for Incoming Professional Flight Students

Camp War Eagle is Auburn’s two-day orientation program for all incoming freshmen. On the second day of Camp War Eagle, you will attend a group advising session with Department of Aviation staff to plan your fall semester schedule and sign up for classes. All transfer students are required to attend SOS – Successfully Orienting Students, Auburn’s one-day orientation program for incoming transfer students. SOS emphasizes university services, meeting with academic advisors, small group discussions on college student life led by upper-class student leaders, and registration for classes.

Incoming Professional Flight students:

1. Must bring an original birth certificate (with the raised seal) and a government-issued photo identification or your current passport to Camp War Eagle/SOS. The Transportation Security Administration requires pilot schools to keep a copy on file for every student pilot.
2. Must obtain a FAA 1st Class Medical Certificate before classes begin. Students will not be allowed to register for a flight block without a current medical certificate.
3. Seeking advanced credit for pilot certification/rating should bring applicable FAA Airmen Certificate(s).

Equipment

Auburn’s flight training aircraft fleet consists of G1000-equipped Cessna 172SP Skyhawks and Piper PA-44 Seminoles. Advanced Aviation Training Devices (AATDs) include Precision Flight Controls DCX Max Flight simulators, a Frasca Mentor flight simulator, and a Flight Deck Solutions A320 Advanced Fixed Based Procedure Trainer.
Professional Flight students need the following equipment for flight lab courses: aviation headset, E6B flight computer, flight plotter, and aeronautical charts (paper or electronic), and instrument goggles. A Foreflight subscription discount is available for Professional Flight students.

**Flight Lab Fees**

Flight lab courses have an associated flight fee established by the Department of Aviation prior to the start of the academic year. Flight fees cover aircraft, flight simulation, flight instructor, and FAA knowledge exam fees. The training hours and fees outlined in the Auburn University Bulletin are the minimum to complete a flight lab course. Students requiring additional instruction will incur additional flight lab fees. Unexpected large changes in fuel prices may necessitate the addition of a fuel surcharge for all training airplane usage.

**Flight Block Assignments**

Flight blocks are assigned for flight lab courses on MWF or TRS during the Fall and Spring Semesters. Flight blocks are assigned M-F during the Summer Semester.

Flight block assignment is a competitive process and university admission does not guarantee a flight block. Flight block progression is performance-based and failure to make satisfactory progress moves a student to the bottom of the waitlist with priority being given to those who have yet had the opportunity to progress.

Incoming freshmen will be assigned a flight block following the last Camp War Eagle session, based on Camp War Eagle registration date, cumulative GPA/class rank, standardized test scores, and completion of TSA security and FAA medical prerequisites.

Current students will be assigned flight blocks per the Auburn University Registration Schedule.

**Flight Lab Attendance**

Attendance for flight labs is mandatory. Unexcused absences, coming to lessons unprepared, or repeated late shows will be charged to your account, and may also jeopardize your enrollment status in the flight program. The scheduling and attendance policy for flight lab activities can be found in the Auburn University Aviation Center Flight Operations Manual.

**Flight Lab Course Schedule Adjustment**
Flight education is unique and student progression through the program is subject to uncontrollable factors, such as the weather. Auburn University’s Schedule Adjustment Policy allows departments to add students to courses through the first fifteen class days of the term. Additionally, with the approval of their advisor, instructor and associate dean, students may add classes after the fifteenth-class day, prior to the Last Day to Withdraw date published in the Auburn University Academic Calendar.

**Flight Lab Course Incompletes**

Students unable to complete a flight lab course within the term will be assigned a grade of incomplete (IN) in accordance with Auburn University’s Faculty Policy on Assigning Grades of Incomplete. The grading policy for flight lab activities can be found in the Auburn University Aviation Center Flight Operations Manual.

**Professional Flight Student Veterans**

The U.S. Department of Veterans Affairs (VA) Post 9/11 GI Bill® will cover flight course fees in accordance with the bill’s provision and the individual veteran’s benefits, but only to the extent to cover the minimum required hours of training and any mandatory fees. In no case may a student who is utilizing a Federal VA Education benefit be certified to the VA for payment of flight or ground hours beyond the hours approved by the Alabama State Approving Agency (SAA) for that particular course. These hours, and the cost affiliated with each one, is listed in the Flight Fees paragraph above and in the current Veterans Information Bulletin (VIB). The VA does not pay for review flights or proficiency training. The VA student is responsible for any difference between university flight fees and the VA’s coverage of fees.

Students utilizing Federal VA Education benefits must ensure that they are registered for a flight lab prior to commencing the course. Degree-applicable courses will be certified to the VA by the university’s School Certifying Official (SCO).

Per VA regulations, all enrollment changes must be reported to the VA within 30 days. Additional information regarding VA benefits is available in the current Veterans Information Bulletin (VIB) through the Auburn University Veterans Resource Center and Department of Aviation.

**Student Organizations and Activities**
Students are encouraged to participate in Department of Aviation, College of Liberal Arts, and University organizations and activities.

**Alpha Eta Rho, Gamma Chapter**

Alpha Eta Rho (AHP) is a professional collegiate aviation fraternity founded in 1929 to bring together students that have a common interest in the field of aviation.

**The Ninety-Nines®, Aviatrixes Chapter**

The Ninety-Nines® is the International Organization of Women Pilots that promotes advancement of aviation through education, scholarships and mutual support while honoring our unique history and sharing our passion for flight.

**Eta Mu Sigma**

The Eta Mu Sigma National Honor Society is established to recognize and honor those individuals in the Majors and Minors in the Aviation curriculum who have, through scholarship and outstanding achievement, been a credit to their college. The primary functions of the society are to stimulate and encourage professional development through high academic performance, develop spiritual and intellectual leadership skills among society members, and provide a medium of communication between individuals in the industry and members of the society. The mission of the Society is to promote service in the community.

**Striped Wings Aviation Ambassadors**

The Striped Wings Aviation Ambassadors passionately represent Auburn Aviation through recognition of the Auburn Aviation Center, promotion of the aviation school’s opportunities, recruiting of prospective students, and effectively assisting in communications between students, faculty, and alumni. They participate in tours, career fairs, outreach programs, conferences, air shows, fly-ins, and other events that promote Auburn Aviation.

**War Eagle Flying Team**

The War Eagle Flying Team is a nationally ranked competition flight squad that promotes aircraft ground knowledge, aircraft safety, precision pilot skills, and above all, encourages those who are passionate about aviation to further their flying skills.
Women in Aviation International, War Eagle Chapter

Women in Aviation International is a nonprofit organization dedicated to providing networking, education, mentoring and scholarship opportunities for women (and men) who are striving for challenging and fulfilling careers in the aviation and aerospace industries.

Awards

The following awards are presented to Department of Aviation students each Spring Semester:

- Robert Pitts Award: Presented to the most outstanding senior student in the Department of Aviation.
- Aviation Leadership Award: Presented to the senior student who has brought recognition to the Department of Aviation by active participation in University and community organizations.
- Faculty Award - Aviation Management: Presented to the senior Aviation Management student who has achieved academic excellence in the Department of Aviation.
- Faculty Award – Professional Flight: Presented to the senior Professional Flight student who has achieved academic excellence in the Department of Aviation.
- Most Supportive Student Award: Awarded to the senior student chosen by the senior class for outstanding support to fellow peers.
- Outstanding Airmanship Award: Presented to the student who has best demonstrated the qualities that best exemplify airmanship.

Advising

Aviation Management and Professional Flight students are advised by a dedicated College of Liberal Arts aviation advisor. All Department of Aviation students are encouraged to meet with the aviation advisor at least once each term prior to registration.

In accordance with College of Liberal Arts advising policy, students are required to meet with their advisor prior to registration if they meet one of the following:

- First semester in residence at Auburn
- <2.0 overall GPA
- Greater than 90 total hours (Graduation Check)
• Other reasons as deemed by the College of Liberal Arts

Appointments are offered at both the Delta Air Lines Aviation Education Building and the College of Liberal Arts Students Services Office (321 Tichenor Hall). Students can make advising appointments through Advise Assist (wise owl icon) in AU Access by first selecting Academic Advising and then your location of choice.

**Internship and Cooperative Education (Co-Op) Opportunities**

Internships and co-ops are an excellent way to combine your education with practical work experience in industry, business and government. Students can earn up to six credit hours for an internship by enrolling in AVMG 4920. Students should take AVMG 3810 no later than the fall semester of their junior year to best prepare for internship opportunities. Professional Flight students should coordinate internship plans with the Chief Flight Instructor to minimize flight education disruptions.

**Scholarships**

Academics scholarships are available to aviation students, all of which must be applied for through the Auburn University Scholarship Opportunity Manager (AUSOM). Information regarding scholarship application processes, deadlines, etc. is available through AUSOM. Faculty and staff will forward additional scholarship notices received from industry to students via email.

**Airport Transportation**

Students are responsible for arranging their transportation to and from the Auburn University Regional Airport. Transportation between the main campus and Delta Air Lines Aviation Education Building at the Auburn University Regional Airport is available Monday – Saturday, per the following schedule:

- **Monday – Friday, 7 am – 6 pm (7 am – 5 pm during summer)**: [Tiger Transit East Glen route](#)
- **Monday – Friday, 6 pm – 7 am**: [Auburn University Department of Campus Safety and Security Night Security Shuttle Service](#)
• Saturday – during flight hours, Department of Aviation shuttle (students pre-coordinate with flight dispatch no later than three days prior). NOTE: Flight Blocks are not scheduled during the summer time so Saturday transportation is not available.

**Dress and Appearance Guidelines**

Students should dress neatly at all times while in the Delta Air Lines Aviation Education Building. Care should be taken not to wear clothing that might be deemed inappropriate for a professional. Clothing should be neat, clean, and project a tidy appearance. Revealing or lewd garments are prohibited. The complete dress code for flight lab activities can be found in the Auburn University Aviation Center Flight Operations Manual.