



Home of the Zero Time to Airline® Program

THRUST FLIGHT

Main Campus:
4700 Airport Pkwy.
Addison, Texas 75001
972.735.9099
KADS - Addison Airport

Accredited By:



2026 CATALOG



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Introduction

Welcome to Thrust Flight®! This catalog will provide you with information on our programs, courses, and operating policies, as well as an understanding of who we are and how we view the world of aviation education.

In this catalog you'll see the terms "Zero Time to Airline®", "ZTA" and "program" which refer to a specific series of courses which, when completed, will qualify the graduate for a career as a professional pilot. This program includes training towards specific pilot ratings, as well as preparation for becoming a successful pilot for an FAA Part 121 scheduled air carrier, Part 135 charter operator or Part 91 corporate flight department. We also provide assistance to our graduates in obtaining interviews and placement with various regional airlines, air cargo carriers, and other flight operators.

Not everyone seeking flight training is looking toward a career as a pilot or flight instructor. Many desire to fly for purely recreational reasons. Others, both vocational and avocational, seek training in advanced ratings to enhance their skills through continuing pilot education. For these reasons, most of our courses are available as both part of a career program as well as on-demand continuing education courses.

This catalog is published in order to inform students about our academic programs, policies, calendar, tuition, fees, administration and facilities. This catalog is published for informational purposes only. The information provided is current and accurate as of the date of publication.

Thrust Flight reserves the right to make changes to this catalog, which may affect any of the information published herein. A current copy of this catalog will be maintained on the student document portal and in the admissions office. The catalog is normally distributed in electronic format but is also available from the admissions office in printed form upon request.

Thrust Flight expects its students and prospective students to read and understand the information published in the latest catalog revision. Failure to read and understand this catalog will not excuse any student from any requirement or policy published herein. Furthermore, it is the responsibility of each student to remain apprised of the current graduation requirements of his or her program.

About Thrust Flight

Mission Statement

Thrust Flight strives to be a premier flight training provider through:

- Producing safe, confident and disciplined pilots with a high degree of professionalism
- Continuously evaluating and improving our methods and programs
- Exceeding the expectations of our students
- Providing an energizing, enjoyable and rewarding workplace for students and staff

Purpose and Philosophy

Thrust Flight is a proprietary educational institution offering a variety of aviation training courses. Its purpose is to train students to be safe, confident, and disciplined aviators – not just "pilots." Our career programs are targeted to prepare graduates to gain entry level positions as flight crew personnel and/or flight instructors through education and training that meets or exceeds guidelines as set forth by the Federal Aviation Administration and industry standards. Effective communication and professionalism are stressed in every course offered. To achieve its purpose, Thrust Flight offers extensive education and training in the classroom, in approved flight simulation devices, and in modern aircraft. Instructors are highly qualified professionals fully credentialed by the FAA.



School History

Founded as US Sport Aircraft in 2006, the organization was originally focused on importing and distributing one of the leading light sport aircraft models. Flight training services were quickly added to support purchasers of those aircraft. Over the years, the emphasis on training grew to the point that in 2017 aircraft sales operations were discontinued to allow aviation training to be the sole focus of the company. In 2018, the name was changed to Thrust Flight to signify the shift of emphasis from sport aircraft sales to professional flight training. In 2025, the name was shortened to Thrust to represent the expansion of the school to include Part 147 Aviation Maintenance Technician training and Part 65 Aircraft Dispatcher training.

Objectives

The following are the focus and priority of instructors, staff, and administration in providing attention to each student's individual learning and motivational needs:

- Provide approved ground school and flight training from initial private pilot certification through commercial pilot and instructor levels.
- Provide training to contribute to citizenship and personal development.
- Provide support services, including developmental courses when needed, which will complement the educational experience of each student.
- Provide career and job market orientation and aid in obtaining employment upon program completion.
- Provide continuing education opportunities for avocational, recurrent, advancement or recertification training.
- Provide an atmosphere which encourages development of professional attitudes and a broad sense of purpose.

School Credentials

Thrust Flight is accredited, authorized and/or licensed by the following agencies:

- Federal Aviation Administration under FAR Part 141. (Certificate number 3USS960L)
- Department of Veterans Affairs for training of veterans and other eligible personnel. (Applicable to the Addison location only; Facility code 25149643)
- Thrust Flight is accredited by the International Aerospace Accrediting Commission (IAAC).

Campus Locations

Thrust Flight's Texas locations are well suited to flight training with generally good year-round flying weather. Temperatures average 64°F in the cool season (November through February) and 88°F in the hot season (June through September). Average annual rainfall is approximately 33" per year.

Addison, Texas

The main Thrust Flight campus is located at the Addison Airport (KADS) in Addison, Texas.

Addison is located 13 miles north of downtown Dallas, 16 miles northeast of DFW airport, 11 miles north of Love Field airport and about a mile from The Dallas Galleria. Addison is home to over 2,500 restaurants providing a rich entertainment scene.



Denison, Texas

Thrust Flight operates a satellite location in Denison, Texas. This North Texas Regional Airport (KGYI) location is spacious with quick and convenient access to practice areas to maximize training time while airborne. A quick 20-minute flight from Addison, Denison provides the conveniences of being near a large metropolitan area while including wide open spaces and the charm of a small town in Texas.

Conroe, Texas

Thrust Flight operates a satellite location in Conroe, Texas. The Conroe/North Houston Regional Airport (KCXO) location is spacious with convenient access to practice areas to maximize training time while airborne. Near The Woodlands and Houston, Conroe provides the conveniences of a metropolitan area while not being in the heart of high traffic areas.

Mesa, Arizona

Thrust Flight operates a satellite location at Falcon Field in Mesa, Arizona. The Falcon Field (KFFZ) campus offers immediate access to wide-open desert practice areas and consistently favorable flying weather, allowing students to maximize productive time in the air. Located in the East Valley of the Phoenix metropolitan area, Falcon Field provides the resources and convenience of a major metro while maintaining efficient, uncongested training airspace ideal for focused flight training.

Safety Culture

Aviation carries a degree of unavoidable risk, and flight training can be dangerous. Every decision made – from student pilot to senior leadership – must be focused on safety. Each of us is responsible for making safety-focused decisions and mitigating risk. Aviation professionals stay safe by following procedures, adhering to regulations, and exercising good judgment. Thrust Flight never compromises safety. Our policies and procedures have been developed using industry standards, complying with regulatory guidance and from our own learnings. These policies and procedures are in place to anticipate and prevent errors in the future. If training cannot be conducted safely, it is not authorized.

Thrust Flight has voluntarily implemented a Safety Management System (SMS) to manage and mitigate risks inherent with flight operations. A key element of this system is participation from everyone. We must all be vigilant in identifying safety risks and reporting those to the Thrust Flight safety officer.

You may file Thrust Flight safety reports with a dispatcher, safety officer, chief flight instructor or via the Thrust Flight website at <https://www.thrustflight.com/safety-reporting>. Reports can be made anonymously if you so choose.

Programs and Courses

Zero Time to Airline® Program

The Zero Time to Airline professional pilot program is designed to prepare students for safe and effective careers as professional pilots. Students may begin with no previous aviation training and progress through the FAA Commercial Pilot certificate with airplane single-engine land and airplane multi-engine land ratings.

The basic program, ZTA 1, includes the following certificates and ratings:



- Private Pilot
- Instrument Rating
- Commercial Pilot (Single-Engine)
- Commercial Pilot (Multi-Engine) (Optional, but highly recommended)

The advanced program, ZTA 2, includes all certificates and ratings of ZTA 1, plus:

- Certified Flight Instructor - Airplane
- Certified Flight Instructor - Instrument

Program Objectives

Upon completion of this program the student will be able to:

- Attain the FAA Commercial Single and Multi-Engine, Pilot certificate with Instrument rating
- Safely operate an airplane as pilot-in-command
- Proficiently operate under visual (VFR) and instrument (IFR) flight rules in FAA airspace
- Perform as a professional pilot exercising safe aeronautical decision making

Students completing the advanced ZTA 2 program will also be able to instruct new students towards earning single engine private and commercial certificates and instrument ratings.

Career Opportunities

Graduates of the program will be certificated to fly for compensation or hire as a commercial pilot. However, the FAA requires a minimum of 1,500 hours of total flight experience to qualify as an entry-level pilot for a US airline. There are various pathways for program graduates to gain the required airline minimum experience.

Upon graduation, pilots completing this program are immediately qualified for entry-level work as second-in-command for Part 135 charter companies and Part 125 operators of large aircraft, and pilot-in-command or second-in-command for Part 91 flight operators such as corporate flight departments, banner towing and other general aviation flight operators.

Most pilots use flight instructor certifications included in the ZTA 2 program to gain the flight experience required for an airline career. We highly encourage graduates to seek this advanced training by completing the ZTA 2 program or enrolling in continuing education classes to add instructor ratings. These credentials will enhance the graduate's ability to quickly achieve the requisite 1,500 hours required for an airline position while being paid as a professional flight instructor.

Program Length

Completion time for the ZTA 1 program is approximately 8-10 months from no experience through completion of the FAA commercial pilot certification courses. ZTA 2 students will typically complete all program ratings in 11-14 months. The FAA mandates minimum aeronautical experience requirements and ground lecture hours for course completion and pilot certificate practical tests. All flight and ground courses are taught to FAA Part 141 standards.

Students who do not successfully complete the ZTA 1 program within 12 months or the ZTA 2 program within 18 months (exclusive of approved leaves of absence) will be terminated from the program and will be unable to continue training.

Graduation Requirements



To graduate from the Zero Time to Airline program, students must successfully complete the required number of clock hours as specified in the catalog, successfully pass all FAA written and practical examinations, and satisfy all financial obligations to Thrust Flight. Students will receive a certificate of completion upon graduation.

Thrust Flight will prepare students to its utmost ability; however final certification relies primarily on the student's dedication, ability, and study habits. Successful completion of all classwork, lessons, written exams, and stage checks will lead to course completion and endorsement of the individual to present themselves for examination by the FAA.

Pilot certificates are awarded by the Federal Aviation Administration (FAA) based on proficiency as determined by the End of Course exam (for courses on which Thrust Flight has Examining Authority), by an FAA Safety Inspector, or a Designated Pilot Examiner (DPE) per the applicable FAA Airman Certification Standards (ACS). The FAA makes no exceptions to these requirements.

Graduates of the ZTA 1 program will have attained their FAA Commercial Pilot Certificate with Airplane category, Single-Engine and Multi-Engine, Land classes, and an Instrument rating. Graduates of the ZTA 2 program will receive all ZTA 1 certificates plus Certificated Flight Instructor - Airplane with an Instrument instructor rating.



Program Courses, Sequences and Content

Zero Time to Airline 1 Program: 5-7 Month Duration (12 month maximum allowed)					
Course Number	Course Title	Lecture	Flight / Lab / SIM	Minimum Clock Hours Required	Maximum Flight Hours Included in Program Fee
PRO-101	ZTA Orientation	8		8	
AFC-101	Private Pilot Course - Theory	40		40	
AFC-102	Private Pilot Course - Flight		35	35	60
AFC-201	Instrument Pilot Course - Theory	30		30	
AFC-202	Instrument Pilot Course - Flight		35	35	42
AFC-311	Commercial Pilot Course Acc. - Theory	27		37	
AFC-312	Commercial Pilot Course Acc. - Flight		50	50	60
PRO-401	The Professional Pilot	4		4	
AFC-401	Multi-Engine Course – Theory	9		9	
AFC-402	Multi-Engine Course – Flight		15	15	15
Total Clock Hours required for graduation: 253 (excluding a total of 6 clock hours for 4 FAA examinations)					

Zero Time to Airline 2 Program: 9-12 Month Duration (18 month maximum allowed)					
Course Number	Course Title	Lecture	Flight / Lab / SIM	Minimum Clock Hours Required	Maximum Flight Hours Included in Program Fee
PRO-101	ZTA Orientation	8		8	
AFC-101	Private Pilot Course - Theory	40		40	
AFC-102	Private Pilot Course - Flight		35	35	60
AFC-201	Instrument Pilot Course - Theory	30		30	
AFC-202	Instrument Pilot Course - Flight		35	35	42
AFC-311	Commercial Pilot Course Acc.- Theory	27		27	
AFC-312	Commercial Pilot Course Acc.- Flight		50	50	60
PRO-401	The Professional Pilot	4		4	
AFC-401	Multi-Engine Course – Theory	9		9	
AFC-402	Multi-Engine Course – Flight		15	15	15
AFC-501	CFI Airplane Course - Theory	40		40	
AFC-502	CFI Airplane Course - Flight		25	25	28
CEC-503	CFI Instrument Course - Theory	25		25	
CEC-504	CFI Instrument Course - Flight		5	5	8
Total Clock Hours required for graduation: 348 (excluding a total of 9 clock hours for 6 FAA examinations)					

All programs include the multi-engine courses upon enrollment. Students opting not to take the recommended multi-engine courses will be eligible for a full refund for those courses upon withdrawal or graduation.



Tuition and Fees

The Zero Time to Airline program is offered as all-inclusive package which includes all printed course materials, ground and flight instruction fees, aircraft rental fees, exam fees, achievement awards, program advising, and placement assistance. Provided the student is able to diligently complete each course within the maximum number of flight hours included in the program, no additional Thrust Flight fees will be required.

Students exceeding the maximum number of allowed hours on any given rating will be invoiced the overage for that rating. Overages may not be offset against any unused hours from another course or rating. Substitution of aircraft rental for time allocated to simulator use in a course syllabus will be billed at the differential rate for aircraft over simulator usage.

Exam fees included in the program are for the first attempt only. If a student is required to re-examine a failed or missed examination, an additional fee will be charged to the student.

Prior to entrance into a Zero Time to Airline program all students must pay an application fee of \$200. This fee is outside of the program fees listed below.

Zero Time to Airline 1 Program Fee	
Description	Fee
ZTA Orientation Course	\$700
Private Pilot Course ^{1,2}	\$24,000
Instrument Pilot Course ^{1,2}	\$22,800
Commercial Pilot Course ²	\$27,500
The Professional Pilot Course	\$400
Administrative, Facilities and Services Fee ³	\$3,000
Multi-Engine Course ²	\$10,800
Optional Multi-Engine Time Building to 25 hours ⁵	\$7,300
Total Program Fee	\$96,500
Allowance for Contingencies, Overages and Discretionary Expenses ⁴	\$5,000
Total Recommended Educational Plan	\$101,500

1. Course fee waived if the student has already achieved this rating prior to enrollment.
2. Concurrent enrollment in flight and ground courses are bundled together in one price.
3. Administrative, facilities and services fee is due upon the commencement of the program.
4. The allowance for contingencies, overages and discretionary expenses is required to be on deposit when training begins. These funds will be held for application to any non-program invoices the Student may incur during their course of study. Upon graduation or withdrawal from the program, any remaining optional funds will be returned to the Student or Student's lender. There is no guarantee that the allowance amount will be sufficient to cover any applicable expenses. The student is responsible for payment of any non-program invoices should the allowance fund be exhausted.
5. CEC-403 Multi-engine flight time building is optional and is not required under the ZTA program but is recommended for those seeking an airline career.



Zero Time to Airline 2 Program Fee	
Description	Fee
ZTA Orientation Course	\$700
Private Pilot Course ^{1,2}	\$24,000
Instrument Pilot Course ^{1,2}	\$22,800
Commercial Pilot Course ²	\$27,500
The Professional Pilot Course	\$400
CFI Airplane Course ²	\$14,500
CFI Instrument Course ²	\$4,000
Multi-Engine Course ²	\$10,800
Optional Multi-Engine Time Building to 25 hours ⁴	\$7,300
Administrative, Facilities and Services Fee ³	\$3,000
Total Program Fee	\$115,000
Allowance for Contingencies, Overages and Discretionary Expenses ⁴	\$5,000
Total Recommended Educational Plan	\$120,000

1. Course fee waived if the student has already achieved this rating prior to enrollment.
2. Concurrent enrollment in flight and ground courses are bundled together in one price.
3. Administrative, facilities and services fee is due upon the commencement of the program.
4. The allowance for contingencies, overages and discretionary expenses is required to be on deposit when training begins. These funds will be held for application to any non-program invoices the Student may incur during their course of study. Upon graduation or withdrawal from the program, any remaining optional funds will be returned to the Student or Student's lender. There is no guarantee that the allowance amount will be sufficient to cover any applicable expenses. The student is responsible for payment of any non-program invoices should the allowance fund be exhausted.
5. CEC-403 Multi-engine flight time building is an optional continuing education course. It is not required under the ZTA program but is recommended for those seeking an airline career.

The following items are specifically included in the Program Fee:

- Thrust Flight Safety Practices and Procedures Manual
- Training Course Outline and Syllabus for each flight course
- Course Textbooks and Study Guides
- Flight Bag (Private Pilot Course)
- Flight Log Book (Private Pilot Course)
- Fuel Tester (Private Pilot Course)
- Plotter (Private Pilot Course)
- E6-B Flight Computer (Private Pilot Course)
- Aviation Headset (Private Pilot Course)
- View Limiting Device (Private Pilot Course)
- 5 Student Uniform Shirts
- 3 (ZTA 1) or 6 (ZTA 2) FAA Knowledge Test Fees (1st attempt only)
- 4 (ZTA 1) or 6 (ZTA 2) FAA Practical Test Fees (1st attempt only)
- 2 (ZTA 1) or 5 (ZTA 2) Shepherd Air study aid software

The program fee does *not* include:

- Transportation to or from Thrust Flight campuses
- Personal living expenses
- Housing (see the Housing section of this catalog for information on housing options)
- Food or entertainment expenses
- Apple iPad capable of running the latest release of the iOS operating system
- Valid subscription to ForeFlight electronic flight bag software
- Remedial training
- Flight instruction or aircraft/simulator rental in excess of the maximum flight hours allowed per course on a course-by-course basis
- Knowledge tests or practical exams after a failure



- Late cancel, tardy or no-show fees
- Damage to property
- Student insurance coverage
- Computer and internet related expenses
- Supplies
- FAA medical exam fee
- TSA authorization fees

See the Refund Policy section of this catalog for information on how refunds are determined for withdrawals and canceled or dropped courses. Administrative, Facilities and Services fees become non-refundable on the fourth calendar day following the program start date.

Program Completion

The ZTA program leads students through satisfactory completion of the included certificates and ratings with the ultimate goal of airline, charter or corporate flight department employment. Adherence to the training outline and timeline is the largest contributor to success in ZTA.

Progress in the ZTA program is determined by several critical success factors such as positive instructor/peer feedback, a passing evaluation record, a passing checkride record, being on or ahead of the projected schedule, and professional conduct. Thrust's Operations Department monitors performance and progress for each student. Our airline partners are also involved in reviewing and monitoring progress. This ensures successful, dedicated students get preferred attention during the airline hiring process.

Courses are deemed complete when the student has completed each syllabus lesson with a passing grade, and passed all required written, stage and/or practical tests for the course. Upon the completion of each course, the student will receive a certificate of completion. The faculty will also evaluate the student's progress, and a recommendation made for advancement to the next course, probation, or termination. Students on probation will be counseled, closely monitored, and may be terminated if not able to maintain program standards going forward.

Graduation

Students graduate from the ZTA program when they pass their last program checkride, have met all other course requirements, and fulfilled any financial obligations to the school. Thrust Flight hosts monthly "pinning ceremonies" where we welcome a new ZTA class and celebrate student achievements by pinning wings on student uniforms based on ratings earned in the preceding month. Graduates will receive a certificate of graduation upon completion of the program.

Graduate Instructors

Most students choose the ZTA 2 program which includes earning the CFI and CFII ratings. This will allow them to earn money instructing while they build the time required to move on to the airlines. All graduate ZTA students with instructor credentials are offered an interview for a position as a Thrust Flight instructor, although no guarantee is made regarding employment. Offers for employment are dependent on the individual graduate's qualifications, capabilities, and performance, as well as the employer's current staffing needs.

Progress Standards



The ZTA program has been finely tuned to meet graduation requirements in the minimum amount of time while maintaining exacting training standards and safety. These minimums are not necessarily the minimums required by the FAA, but rather the realistic minimum number of hours our experience has shown the average Thrust Flight student requires to achieve the proficiency and performance to not only meet FAA guidelines, but to be a professional pilot ready to step into a career with the airlines.

Most students encounter difficulty at some point in their training. This is expected and reasonable accommodations have been included in the ZTA programs. However, consistent struggles and inability to maintain progress within standards and with the student's peer group may mean the student is not suited for an intense immersion program like ZTA. In such cases, the student will be terminated from the ZTA program and offered a transition into other educational paths which might be more in line with the student's learning style, abilities, and availability.

The ZTA 1 program is designed to be completed in 8-10 months, and the ZTA 2 program in 11-14 months when starting with zero hours. Approval from the chief instructor is required for any student to continue if he or she has not completed the program within that time frame (or the time frame appropriate for those starting from other certificate levels). No ZTA 1 student may extend their program beyond twelve months. No ZTA 2 student may extend their program beyond 18 months.

Admissions

An admissions advisor will direct the applicant through every step of the admissions process, providing information on curriculum, policies, procedures, and services, verifying all documentation has been received and assisting the applicant in setting necessary appointments and interviews. Admissions decisions are made by the registrar and are based on the applicant's submitted documents, evaluation scores, previous educational records, and career interests. Applicants may be required to be interviewed at the discretion of the registrar prior to final determination. It is the applicant's responsibility to submit all requested documents and to ensure all provided information is correct and up to date.

Prospective students should contact an admissions representative as early as possible to expedite the admissions process. US citizens enrolling in the Zero Time to Airline program need to contact the Office of Admissions at least three (3) weeks prior to the scheduled program start date. International ZTA applicants should start the admission process at least sixty (60) days prior orientation. Due to limited availability, the sooner a student begins the admission process, the more likely they will be able to get the course start dates they desire.

Employability as a commercial pilot or instructor may be hindered for applicants with a background involving criminal convictions or substance abuse or those unable to maintain an FAA medical certificate.

Thrust Flight reserves the right to refuse to provide or accept applications at its sole discretion. Applications for admission are valid for 1 year from the date of receipt. Admitted students must enroll within 90 days of acceptance or reapply.

How to Apply for Admission

There are 4 ways to begin the admissions process at Thrust Flight:

1. **Online:** www.thrustflight.com
2. **Telephone:** 972.735.9099, option 1



3. **Email:** admissions@thrustflight.com
4. **Mail or In-person visit by appointment:** 4700 Airport Parkway, Addison, Texas 75001

Admissions Process:

There are three phases to the general admissions process at Thrust Flight. Some programs have additional requirements which are described in the Program description.

Phase 1 – Pre-admission

- Discuss educational objectives and develop training plan with an admissions advisor
- Complete application form
- Apply for financing if applicable

Phase 2 – Qualification

- Pay a non-refundable application fee
- Take qualification exam(s) applicable to the selected program
- Conduct admissions interview
- Financial qualification
- Obtain TSA approval for non-US citizens where applicable

Phase 3 – Enrollment

- Upload required documents to Thrust Flight:
 - Copy of an unexpired passport, or unexpired drivers' license and birth certificate
 - Photographs of any current pilot, instructor and/or mechanic certificates
 - Copy of valid FAA medical certificate (recommended 1st class for career programs; not applicable for sport pilot course and courses without a flight component)
 - Copy of high school or college diploma or official transcript (only applicable to the Zero Time to Airline program)
 - Valid in-force non-owned ("renter's") aircraft insurance policy with a minimum of \$50,000 in aircraft damage coverage appropriate for the aircraft class to be flown (single or multi-engine; only applicable for courses with a flight component)
- Notice of Acceptance, Rejection or Waitlisting by admissions office
- If accepted, Execute enrollment documents:
 - Enrollment Agreement
 - Rental and Services Agreement
 - Sales Tax Exemption form
 - Catalog Receipt Acknowledgement
 - Safety Practices and Procedures Manual Receipt Acknowledgement
 - Self-Pay Agreement if applicable
 - Student Housing Licensing Agreement if applicable

General Admissions Requirements

All applicants, without exception, must comply with the respective admission requirements presented below to enroll and start classes.

- Must be proficient in speaking, understanding, reading and writing in the English language



- Must possess a valid, unexpired, government issued photo ID
- Must possess TSA Authorization
- Execute Enrollment Documents
- Pay registration fee and tuition
- Must complete an online application form
- Must be 18 years of age prior to the start of orientation*
- Be a high school graduate or have GED certification†
- Must possess a valid 1st or 2nd class FAA medical certificate**
- Must complete an aptitude assessment test
- Must complete an admissions interview
- Must possess Apple iPad capable of running the latest release of the iOS operating system and a subscription to ForeFlight electronic flight bag software.

* Students that are at least 17 years of age may be admitted with parental consent and approval of the school president. Such approval will be based on the candidate's maturity and participation in a dual-credit high school program and/or prior scholastic performance.

† Students participating in a dual credit high school program may be admitted at 17 years old and/or during their senior year of high school.

** Students may be accepted with BasicMed depending on the type of training sought and approval from the CEO.

Career programs require administration of an aptitude assessment test. This test is used by many airlines to help determine a candidate's suitability for work as a professional pilot. It measures 12 areas such as collaboration, critical thinking, complex control, growth mindset, monitoring ability, motivation to lead, multi-tasking capability, reaction speed, safety focus, situational awareness, spatial orientation and stress management. Applicants receiving scores "well below average" in spatial orientation or composite scores with "well below average" in more than 5 areas will not be recommended for admission.

Thrust has the final say on all admissions decisions based on a review of the applicant's file and input from the admissions team. In some cases, Thrust may decide an applicant is a good fit even if a test score does not meet the normal cutoff.

VA Admission Requirements

A veteran student may be entitled to VA educational assistance. However, a claimant cannot receive benefits under more than one chapter at any given time. Students with eligibility under more than one chapter should consult a VA counselor to determine which program will be most beneficial.

All applicants must meet all General Admission Requirements. An applicant who is receiving, or is entitled to receive, any other VA benefit based on his or her own or on another veteran's service should identify the benefit in his or her application.

VA educational assistance benefits are only authorized for the Addison campus location, and not all programs, courses or aircraft may be eligible.

Please call the VA at 1.800.827.1000 with any questions on these benefits.

English Proficiency

The applicant must demonstrate English proficiency as defined in the applicable sections of 14 CFR Part 61 for entry into any of our aviation courses. Program acceptance may require one of the following:

- Test of English as a Foreign Language (TOEFL)



- International English Language Testing System (IELTS)
- Test of English for International Communication (TOEIC) - all four (4) sections are required (i.e., Listening, Reading, Speaking and Writing).

An ICAO score equivalent of 4 must be achieved in listening, reading, speaking and writing.

English testing requirements are waived for students who are citizens of the United States or those whose primary language is English. Permanent residents of the following countries qualify for exemptions to the English Requirement: Australia, Antigua and Barbuda, Bahamas, Barbados, Belize, Canada (all provinces except Quebec), Cook Islands, Dominica, Ghana, Grenada, Guyana, Ireland, Jamaica, Kenya, Lesotho, Namibia, New Zealand, Nigeria, Scotland, Singapore, South Africa, St. Vincent and the Grenadines, Trinidad and Tobago, Uganda, United Kingdom, Zimbabwe.

Regardless of country of origin or testing scores, Thrust may require prospective students to demonstrate mastery of the language prior to admission. Thrust will make the final determination as to fluency. Those not meeting this requirement will be advised to seek additional English language instruction and practice before re-applying for admission.

Financial Aid

Thrust Flight can help secure financing for your aviation career program. To obtain the best financial assistance for your education, we have chosen to work closely with several lenders to provide students with a variety of financial options. We currently have lending relationships with Sallie Mae, Climb Credit, and Stratus Financial. Our financial aid advisors will work with you in determining your financial needs, so that you can understand the cost of your tuition, fees, and living expenses for the duration of your training. Additionally, we can get you started with the application process.

Transfer of Credit, Advanced Standing and Placement Assessments

Transfer Flight Hour Credit

Transfer of credit from previous institutions and advanced standing is assessed on a case-by-case basis, based on demonstrated competencies. Flight hour credit will be provided in accordance with course specific requirements based on FAA regulations in 14 CFR Parts 61 and 141.

For a Part 141 course, no more than 50% of the required course curriculum can be applied to the receiving institution's course; if training was received from other than a Part 141 institution, no more than 25% of the required course curriculum may be applied to the receiving institution's course.

When transferring into a Part 61 course, all previous flight hours received may be applied to the receiving institution's course. Hours transferred in will reduce the minimum total number of hours required for completion of a given flight course on a one-to-one basis for each required activity type, reducing the total minimum cost of a given course by the hours at current flight and instructor rates.

Students arriving with previously earned FAA pilot certificates or ratings, earned under either Part 61 or Part 141, will be awarded the credit or clock hour equivalent of those certificates or ratings as listed in the program requirements.

The student should contact an admissions advisor to initiate this process. Students will need to obtain a copy of their training records from all previous flight school(s) and provide them, along with their flight logbook, to an



admissions advisor. These will allow a chief instructor to review the documents and make a determination of credit awards.

Once the student is enrolled, a flight and aeronautical knowledge test (placement assessment) may be administered to determine the student's current competencies. When an instructor deems it necessary to administer a placement assessment, the cost of the assessment and any remedial training or standardization flights required will be billed to the transfer student at normal hourly rates.

Written appeals regarding flight hour transfer credits must be made to the chief instructor within 5 days. In accordance with FAA regulations, the chief instructor is the final authority on transfer credit awards.

Students who desire to transfer out will be provided with a copy of their training transcript upon request provided all financial obligations have been met.

The transferability of credits earned at this institution is at the discretion of the accepting institution. It is the student's responsibility to confirm whether credits will be accepted by another institution.

Candidates for a career program must complete the minimum course requirements as outlined in the appropriate curriculum. Deviation from the recommended program may be made only with the approval of the chief instructor and is subject to any applicable FAA regulations or guidance.



Course Descriptions

Introduction

Thrust Flight offers flight training as part of career training programs and on a continuing education basis for avocational or advanced training purposes. Most courses are offered in both formats unless noted.

Course Numbering System

Each course is assigned a three-letter prefix and a three-digit course number. The prefix designates the type of course:

- AFC – Part 141 Course directed towards achievement of a pilot or instructor certificate/rating.
- CEC – Part 61 Course directed towards achievement of a pilot or instructor certificate/rating.
- PRO – Course directed towards preparation to enter the piloting profession.

The first digit of the 3-digit suffix denotes the level at which the course should be taken within a complete progression of courses.

The second and third digits of the prefix indicate the normal sequence in which the course is taken within its level.

Class Sizes

All flight instruction is performed on a one-to-one basis (ratio 1:1). At times, a student observer may be present in the back seat of an aircraft. Observers can learn a great deal by watching fellow students perform various maneuvers and receive instructor coaching and critiquing. Observation time is optional and is not counted toward the minimum required clock hours but is a valuable source of insight and practical learning.

Ground instruction is provided as a group ground class but may be offered on a one-to-one basis when needed. Group class sizes typically range from 3 to 24 students with larger classes having several instructors. This yields a variable student - instructor ratio.

Students must complete all required clock hours for a course. If hours are missed due to illness or other reasons, the hours must be made up in a one-on-one setting with the student's instructor at the student's additional expense. Students are issued a certificate upon satisfactory completion of each flight course.

Training is adapted to the needs, experience, and abilities of the student to prepare for FAA practical tests. In addition to aircraft, Thrust Flight students will utilize flight simulators to maximize training efficiency and capability. The simulators used are FAA authorized as Basic Aviation Training Devices (BATD) or Advanced Aviation Training Devices (AATD). In this catalog, we refer to the use of a BATD or AATD simply as an Aviation Training Device (ATD) or Simulator.

Grading System

At the completion of each lesson, the instructor will assign a numeric grade to the student's performance on that lesson. The grade structure is as follows:

- (1) = Outstanding – Consistently performs at instructor level of proficiency
- (2) = Excellent – Consistently exceeds performance requirements of FAA PTS/ACS standards



- (3) = Satisfactory – Consistently performs to FAA PTS/ACS standards
- (4) = Developing – Performs inconsistently to FAA PTS/ACS standards – needs additional work
- (5) = Unsatisfactory – Does not perform to FAA PTS/ACS standards

A student receiving a grade of 4 – Developing, indicates that the student has not consistently performed the maneuver to FAA PTS/ACS standards. For example, the student may be having a difficult time in a phase of training and needs more instruction/practice to reach FAA standards. A lesson grade of 3 or higher must be achieved on each lesson before the completion of the stage or course.

A student with a grade of 5 – Unsatisfactory, upon conclusion of a syllabus unit stage check will be allowed to retake the portion or portions she/he failed. If the student has repeated failures, the student may be terminated from the course and program. Thrust will evaluate the student to determine whether re-training or termination should occur.

Minimum Required Clock Hours

Each course includes a minimum number of required clock hours. This figure represents the minimum number of hours the student must attend ground classes/instruction or be undergoing flight instruction. This minimum time does not include critical home study, group study, study halls, or lesson planning efforts. Successful students generally must devote 2 to 4 hours of independent and group study time for each minimum course clock hour. Failure to devote this effort will generally result in failure of the course and termination from the program.



Courses

CEC-001 - Sport Pilot Theory

Offered as Part 61 Continuing Education Only

The objective of this course is to provide the theory and concepts needed to be a safe and proficient recreational sport pilot and successfully pass the FAA sport pilot aeronautical knowledge test (airplane) and sport pilot practical test. Note this course is not intended to prepare a student for a career as a professional pilot and is not eligible for credit toward a career program. Those interested in such a career should begin with CEC-101/CEC-102 - Private Pilot course.

Topics include: aircraft systems and instruments, aerodynamics, airport and flight operations, communications, weather, federal aviation regulations, sport pilot limitations, aircraft performance and navigation, cross-country flight planning and enroute procedures. Upon completion the student will demonstrate the knowledge necessary to pass the FAA Sport Pilot Airman Knowledge Test. 20 lecture clock hours.

Prerequisites:

- Concurrent enrollment in CEC-002 – Sport Pilot Flight

CEC-002 - Sport Pilot Flight

Offered as Part 61 Continuing Education Only

The student will obtain the necessary aeronautical skill and experience necessary to meet the requirements for a Sport Pilot certificate with an airplane category rating and single-engine land class rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 20 laboratory clock hours (airplane and ATD). Note this course is not intended to prepare a student for a career as a professional pilot and is not eligible for credit toward a career program. Those interested in such a career should begin with CEC-101/CEC-102 - Private Pilot course.

Prerequisites:

- Chief Instructor Approval (subject to qualified aircraft availability)
- Concurrent enrollment in CEC-001 – Sport Pilot Theory
- Student Pilot Certificate
- At least 17 years of age



AFC-101 – Private Pilot Theory Part 141

CEC-101 - Private Pilot Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient private pilot and successfully pass the FAA private pilot aeronautical knowledge test (airplane) and private pilot practical test.

Topics include: aircraft systems and instruments, aerodynamics, airport and flight operations, communications, weather, federal aviation regulations, aircraft performance and navigation, cross-country flight planning and enroute procedures. Upon completion the student will demonstrate the knowledge necessary to pass the FAA Private Pilot Airman Knowledge Test. 40 lecture clock hours.

Prerequisites:

- Concurrent enrollment in AFC-102 – Private Pilot Flight Part 141 or CEC-102 – Private Pilot Flight Part 61

AFC-102 - Private Pilot Flight Part 141

CEC-102 - Private Pilot Flight Part 61

Available as Continuing Education

The student will obtain the necessary aeronautical skill and experience needed to meet the requirements for a Private Pilot certificate with an airplane category rating and single-engine land class rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 35 (AFC-102) or 40 (CEC-102) laboratory clock hours (airplane and ATD). 11 laboratory clock hours are required for pilot briefings, debriefings and exams.

Prerequisites:

- Concurrent enrollment in AFC-101 – Private Pilot Theory Part 141 or CEC-101 – Private Pilot Theory Part 61
- Student Pilot Certificate
- Valid FAA Medical Certificate or BasicMed
- At least 17 years of age



AFC-201 – Instrument Pilot Theory Part 141

CEC-201 - Instrument Pilot Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient instrument pilot and successfully pass the FAA instrument rating aeronautical knowledge test (airplane) and instrument rating practical test.

Topics include: instrument flight regulations, principles of instrument flight, operation, use and limitations of flight instruments and navigation systems, air traffic control, enroute and approach charts, human and physiological factors related to instrument flight. Upon completion the student will demonstrate the knowledge necessary to pass the FAA Instrument Rating - Airplane Airman Knowledge Test. 30 lecture clock hours.

Prerequisites:

- Concurrent enrollment in AFC-202 – Instrument Pilot Flight Part 141 or CEC-202 – Instrument Pilot Flight Part 61

AFC-202 - Instrument Pilot Flight Part 141

CEC-202 – Instrument Pilot Flight Part 61

Available as Continuing Education

The student will obtain the necessary aeronautical skill and experience necessary to meet the requirements for an Instrument Rating for the Private Pilot certificate with an airplane category rating and single-engine land class rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 35 (AFC-202) or 40 (CEC-202) laboratory clock hours (airplane and ATD). 6 laboratory clock hours are required for pilot briefings, debriefings and exams.

Prerequisites:

- Concurrent enrollment in AFC-201 – Instrument Pilot Theory Part 141 or CEC-201 – Instrument Pilot Theory Part 61
- Private Pilot Certificate
- Valid FAA Medical Certificate or BasicMed
- At least 17 years of age



AFC-301 – Commercial Pilot Theory Part 141

CEC-301 - Commercial Pilot Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient commercial pilot and successfully pass the FAA commercial pilot aeronautical knowledge test (airplane) and commercial pilot practical test.

Topics include: airports, airspace, flight information, meteorology, airplane performance and VFR cross-country planning and navigation. Additionally, the student will gain a greater knowledge of aviation physiology, aeronautical decision making, and regulations applicable to commercial pilot operations. Upon completion the student will demonstrate the knowledge necessary to pass the FAA Commercial Pilot Airman Knowledge Test. 31 lecture clock hours.

Prerequisites:

- Concurrent enrollment in AFC-302 – Commercial Pilot Flight Part 141 or CEC-302 – Commercial Pilot Flight Part 61

AFC-302 - Commercial Pilot Flight Part 141

CEC-302 – Commercial Pilot Flight Part 61

Available as Continuing Education

The student will obtain the aeronautical skill and experience necessary to meet the requirements for a Commercial Pilot certificate with an airplane category rating and single-engine land class rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 120 (AFC-302) or 40 (CEC-302) laboratory clock hours (airplane and ATD). 12 (AFC-302) or 6 (CEC-302) laboratory clock hours are required for pilot briefings, debriefings and exams.

With Chief Instructor approval, a student may elect to substitute this course for AFC-312 as part of a ZTA program.

Prerequisites:

- Concurrent enrollment in AFC-301 – Commercial Pilot Theory Part 141 or CEC-301 – Commercial Pilot Theory Part 61
- Private Pilot Certificate with Instrument Rating
- Valid FAA Medical Certificate or BasicMed
- At least 18 years of age
- 210 total flight hours (applicable to CEC-302 only)



CEC-303 – Commercial Pilot Flight Time Building

Offered only as Continuing Education

The student will build experience in planning and executing flights in a multi-crew environment. Instructors will create flight scenarios and supervise the flight planning process. The student, with the instructor or another student acting as second-in-command, will then execute the flight and then meet with the instructor for a post flight debrief upon return. The student must demonstrate the necessary aeronautical skills and decision making and obtain the required experience to complete the course. Clock hours vary according to desired time building goals.

Prerequisites:

- Private Pilot Certificate with Instrument Rating
- Concurrent enrollment in AFC-302 or CEC-302
- Valid FAA Medical Certificate or BasicMed
- At least 18 years of age
- Chief Flight Instructor approval

AFC-311 – Commercial Pilot Theory Accelerated Part 141

Available only to ZTA students

The objective of this course is to provide, under an accelerated and condensed syllabus, the theory and concepts needed to be a safe and proficient commercial pilot and successfully pass the FAA commercial pilot aeronautical knowledge test (airplane) and commercial pilot practical test.

Topics include: airports, airspace, flight information, meteorology, airplane performance and VFR cross-country planning and navigation. Additionally, the student will gain a greater knowledge of aviation physiology, aeronautical decision making, and regulations applicable to commercial pilot operations. Upon completion the student will demonstrate the knowledge necessary to pass the FAA Commercial Pilot Airman Knowledge Test. 27 lecture clock hours.

With chief instructor approval, a student may elect to substitute AFC-301 for this course as part of the ZTA program.

Prerequisites:

- Concurrent enrollment in AFC-312 – Commercial Pilot Flight Accelerated Part 141



AFC-312 - Commercial Pilot Flight Accelerated Part 141

Available only to ZTA students

The student will obtain the aeronautical skill and experience necessary to meet the requirements for a Commercial Pilot certificate with an airplane category rating and single-engine land class rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 50 laboratory clock hours (airplane and ATD). 3 laboratory clock hours are required for pilot briefings, debriefings and exams.

With chief instructor approval, a student may elect to substitute AFC-302 for this course as part of the ZTA program.

Prerequisites:

- Concurrent enrollment in AFC-311 – Commercial Pilot Theory Accelerated Part 141
- Private Pilot Certificate with Instrument Rating
- Valid FAA Medical Certificate or BasicMed
- At least 18 years of age

AFC-401 – Multi-Engine Theory Part 141

CEC-401 – Multi-Engine Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient multi-engine commercial pilot and successfully pass the practical test for addition of a multi-engine class rating to a commercial pilot certificate.

Topics include: Multi-engine systems and operations, weight, balance and performance, engine-out aerodynamics, and maneuvers, single pilot resource management, engine-out instrument flight, and engine-out performance considerations. 9 lecture clock hours.

Prerequisites:

- Concurrent enrollment in AFC-402 – Multi-Engine Flight Part 141 or CEC-402 – Multi-Engine Flight Part 61

AFC-402 – Multi-Engine Flight Part 141

CEC-402 – Multi-Engine Flight Part 61

Available as Continuing Education

The student will obtain the aeronautical skill and experience necessary to meet the requirements for a Multi-Engine land class rating for a Commercial Pilot certificate with an airplane category rating. The student must demonstrate the necessary aeronautical skills and obtain the required experience to complete the course. A minimum of 15 (AFC-402) or 6 (CEC-402) laboratory clock hours (airplane and ATD). 6 (AFC-402) or 2 (CEC-402) laboratory clock hours are required for pilot briefings, debriefings, and exams.

Prerequisites:



- Concurrent enrollment in AFC-401 – Multi-Engine Theory Part 141 or CEC-401 – Multi-Engine Theory Part 61
- Commercial Pilot Certificate with Single Engine Land Class and Instrument Rating
- Valid FAA Medical Certificate
- At least 18 years of age

CEC-403 – Multi-Engine Flight Time Building

Offered Only as Continuing Education

The student will build experience in planning and executing flights in a multi-crew environment. Instructors will create flight scenarios and supervise the flight planning process. The student, with the instructor acting as first officer, will then execute the flight. The student and instructor will then conduct a post flight debrief upon return. The student must demonstrate the necessary aeronautical skills and decision making and obtain the required experience to complete the course. Clock hours vary according to desired time building goals.

Prerequisites:

- Commercial Pilot Certificate with Airplane Category and Multi-Engine Land class rating
- Instrument Rating
- Valid FAA Medical Certificate
- At least 18 years of age
- Chief instructor approval

AFC-501 – CFI Airplane Theory Part 141

CEC-501 – CFI Airplane Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient flight instructor and successfully pass the FAA Fundamentals of Instruction (FOI) and Certified Flight Instructor - Airplane (CFI) aeronautical knowledge exams.

Topics include: Instructional concepts and methods applicable to aviation ground school and flight deck environments, defense mechanisms, learning styles and effective communication concepts. 40 lecture clock hours.

Prerequisites:

- Commercial Pilot Certificate with Single Engine Class and Instrument Ratings
- At least 18 years of age

AFC-502 – CFI Airplane Flight Part 141

CEC-502 – CFI Airplane Flight Part 61

Available as Continuing Education

The student will obtain the aeronautical and instructional skills and experience necessary to meet the requirements for a Certified Flight Instructor - certificate with an airplane category and single engine land class rating. The student must demonstrate the necessary aeronautical and instructional skills and obtain the required



experience to complete the course. A minimum of 25 (AFC-502) or 6 (CEC-502) laboratory clock hours (airplane and ATD). 5 (AFC-502) or 2 (CEC-502) laboratory clock hours are required for pilot briefings, debriefings and exams.

Prerequisites:

- Concurrent enrollment in AFC-501 – CFI Airplane Theory Part 141 or CEC-501 – CFI Airplane Theory Part 61
- Commercial Pilot Certificate with Single Engine Class and Instrument Ratings
- Valid FAA Medical Certificate or BasicMed
- At least 18 years of age

AFC-503 – CFI Instrument Theory Part 141

CEC-503 – CFI Instrument Theory Part 61

Available as Continuing Education

The objective of this course is to provide the theory and concepts needed to be a safe and proficient instrument flight instructor and successfully pass the FAA Certified Instrument Flight Instructor (CFII) aeronautical knowledge exam.

Topics include: Instructional concepts and methods applicable to aviation ground school and flight deck environments for instrument flying. 35 lecture clock hours.

Prerequisites:

- Certified Flight Instructor – Airplane Certificate

AFC-504 – CFI Instrument Flight Part 141

CEC-504 – CFI Instrument Flight Part 61

Available as Continuing Education

The student will obtain the aeronautical and instructional skills and experience necessary to meet the requirements for a Certified Instrument Flight Instructor - certificate with an airplane category and single engine land class rating. The student must demonstrate the necessary aeronautical and instructional skills and obtain the required experience to complete the course. A minimum of 25 (AFC-503) or 5 (CEC-504) laboratory clock hours (airplane and ATD). 4 (AFC-504) or 2 (CEC-504) laboratory clock hours are required for pilot briefings, debriefings and exams.

Prerequisites:

- Concurrent enrollment in AFC-503 – CFI Instrument Theory Part 141 or CEC-503 – CFI Instrument Theory Part 61
- Certified Flight Instructor – Airplane Certificate
- Commercial Pilot Certificate with Single Engine Class and Instrument Ratings
- Valid FAA Medical Certificate or BasicMed
- At least 18 years of age

AFC-505 – CFI Multi-Engine Theory Part 141

CEC-505 – CFI Multi-Engine Theory Part 61

Available as Continuing Education



The objective of this course is to provide the theory and concepts needed to be a safe and proficient multi-engine flight instructor and successfully pass the FAA Certified Multi-Engine Flight Instructor (MEI) practical exam.

Topics include: Instructional concepts and methods applicable to aviation ground school and flight deck environments for multi-engine aircraft. 16 lecture clock hours.

Prerequisites:

- Concurrent enrollment in AFC-506 – CFI Multi-Engine Flight Part 141 or CEC-506 – CFI Multi-Engine Flight Part 61



AFC-506 – CFI Multi-Engine Flight Part 141

CEC-506 – CFI Multi-Engine Flight Part 61

Available as Continuing Education

The student will obtain the aeronautical and instructional skills and experience necessary to meet the requirements for a Certified Multi-Engine Flight Instructor - certificate with an airplane category and multi-engine land class rating. The student must demonstrate the necessary aeronautical and instructional skills and obtain the required experience to complete the course. A minimum of 16 (AFC-506) or 4 (CEC-506) laboratory clock hours (airplane and ATD). 4 (AFC-506) or 2 (CEC-506) laboratory clock hours are required for pilot briefings, debriefings and exams.

Prerequisites:

- Concurrent enrollment in AFC-505 – CFI Multi-Engine Theory Part 141 or CEC-505 – CFI Multi-Engine Theory Part 61
- Certified Flight Instructor – Airplane Certificate with Single Engine Class and Instrument ratings
- Commercial Pilot Certificate with Multi-Engine Class and Instrument Ratings
- Valid FAA Medical Certificate
- At least 18 years of age

PRO-101 – ZTA Orientation

Available only to ZTA students

This course will prepare the student for the Thrust Flight Zero Time to Airline® Professional Pilot program. The course begins with a new student welcome luncheon. Classroom topics include program structure, safety culture, student conduct, professionalism, attire and appearance, study skills, attendance requirements, performance standards and graduation requirements. Other topics related to current events, industry trends, etc. are covered where they are applicable to the program. Lecture hours: 8.

Completion of the course is based on student participation and exams.

Prerequisites:

- Enrollment in the ZTA Program

PRO-401 – The Professional Pilot

Available only to ZTA students

This course will prepare the students nearing graduation from a Zero Time to Airline program for entry into a professional pilot career. Topics include resume preparation, flight instruction as a profession, the airline recruiting process, airline cadet programs, interview etiquette, and life as a professional pilot. Lecture hours: 4.

Completion of the course is based on student participation.

Prerequisites:

- Enrollment in the ZTA Program
- Enrollment in or completion of AFC-301 – Commercial Pilot Theory or AFC-311 – Commercial Pilot Theory Accelerated





Continuing Education

Course Structure

Continuing education courses, except where noted, are offered on a one-on-one basis where an instructor and student are paired for each ground and/or flight lesson.

These courses are generally offered under Part 61 of the regulations. However, in most cases, a student may elect to take a Part 141 course as continuing education.

Due to the individualized nature of one-on-one training, courses may be started and lessons may be scheduled at any time subject to student, instructor and equipment availability. The maximum allowed time to complete a continuing education course is 12 months.

Tuition and Fees

All continuing education courses, under both Part 61 and 141, are billed on an hourly basis for instructor time and aircraft or simulator rental.

Course materials are billed at current rates as issued to the student. Current rates may be obtained from the admissions office, accounting, or from a dispatcher at any time.

While we endeavor to limit rate changes and generally try to provide advanced posting of any scheduled adjustments, all rates, including any fuel surcharges, are subject to change at any time without notice.

Tuition and fees are due when services are rendered. Prior to dispatching any flight or beginning any ground lesson, the student must have sufficient funds on deposit with Thrust Flight to cover the expected cost of the lesson.

Please review our refund policy prior to placing any funds on deposit as you may be subject to an administrative drop fee if you later request a refund.

Estimated Course Completion Times and Costs

Due to the highly variable nature of study habits, time availability, aptitude, and dedication of different students, it is impossible to predict the time duration or total cost required for any given student to complete a continuing education course.

Therefore, the numbers of hours presented below are based on FAA minimums required to qualify for a certificate or rating.

Most students require more than the minimum amount of instruction and aircraft rental to reach the required performance standards of the relevant Airman Certification Standard. Rates per hour vary by aircraft type and equipment. Current rates are available from the admissions offices.

Course Number	Course	Minimum Instruction Hours	FAA Minimum Flight Hours
CEC-001 / CEC-002	Sport Pilot Course – Part 61	15	20



CEC-101 / CEC-102	Private Pilot Course – Part 61	30	40
CEC-201 / CEC-202	Instrument Pilot Course – Part 61	15	15
CEC-301 / CEC-302	Commercial Pilot Course – Part 61	20	20
CEC-401 / CEC-402	Multi-Engine Pilot Course – Part 61	3	3
CEC-501 / CEC-502	CFI Airplane Course – Part 61	3	3
CEC-503 / CEC-504	CFI Instrument Course – Part 61	3	3
CEC-505 / CEC-506	CFI Multi-Engine Course – Part 61	3	3

All figures assume any prior aeronautical experience requirements have already been met.



General Information

2026 School Calendar and Hours of Operation

Dispatch desks are generally open from 7:00am until 6pm daily, dependent on location. These hours are adjusted as needed to accommodate various course schedules, special events, weather, etc. Classroom training is generally conducted between the hours of 7:30am and 6pm.

Due to the one-on-one nature of flight training, individual lessons will be scheduled pairing an instructor, student and equipment as required. The Crew Scheduling team is responsible for optimizing these schedules to meet resource availability and training objectives. Flight hours will generally fall between the hours of 5:00am and 11:00pm, although some may extend beyond these hours as requested or necessary, particularly during the night cross country phase of some courses.

The campuses will be open for flight and training operations **361 days in 2026**. The school will be closed for the following holidays:

- **01 January** – New Year's Day
- **07 September** – Labor Day
- **26 November** – Thanksgiving Day
- **25 December** – Christmas Day

Administrative offices are also closed on the following administrative holidays:

- **25 May** – Memorial Day
- **04 July** – Independence Day
- **27 November** – Day After Thanksgiving
- **If January 1st or December 25th** falls on a weekend, admin staff will observe them the following weekday

Program and Course Start Dates

Zero Time to Airline 1 and 2 Program Start Dates

- January 19, 2026
- February 16, 2026
- March 16, 2026
- April 20, 2026
- May 18, 2026
- June 15, 2026
- July 20, 2026
- August 17, 2026
- September 21, 2026
- October 19, 2026
- November 16, 2026
- December 21, 2026

Courses conducted in a one-on-one format may be started at any time subject to scheduling availability. Contact the admissions office for more information.



Equipment

Thrust Flight's fleet of modern glass-cockpit aircraft (except the competition aerobatic aircraft) feature Garmin G1000 avionics, autopilots, and air conditioning. The Thrust Flight fleet is maintained by a commonly owned maintenance organization certificated as a 14 CFR Part 145 Repair Station. The fleet of aircraft and simulators includes the following models:

- Piper Archer TX (G1000; Autopilot, Air Conditioned; Oldest aircraft 2022 models)
- Piper Seminole (G1000, Autopilot, Air Conditioned, Oldest aircraft 2023 models)
- Game Composites GB1 Game Bird (High performance, fully aerobatic aircraft 2023 model)
- Redbird FMX Full Motion AATD (Cessna, Piper, Cirrus and Beach simulations)

Facilities – Addison, Texas

Dispatch

4700 Airport Parkway, Addison, Texas 75001

All flights are dispatched from this building. Pre- and post-flight briefing rooms are available upstairs above the dispatch desk. A restroom is accessible from inside the hangar area. A full-motion Redbird FMX AATD flight simulation device is located in the southeast corner of the hangar.

The dispatch building is open every day of the year except published Thrust Flight holidays.

Classrooms and Testing Center

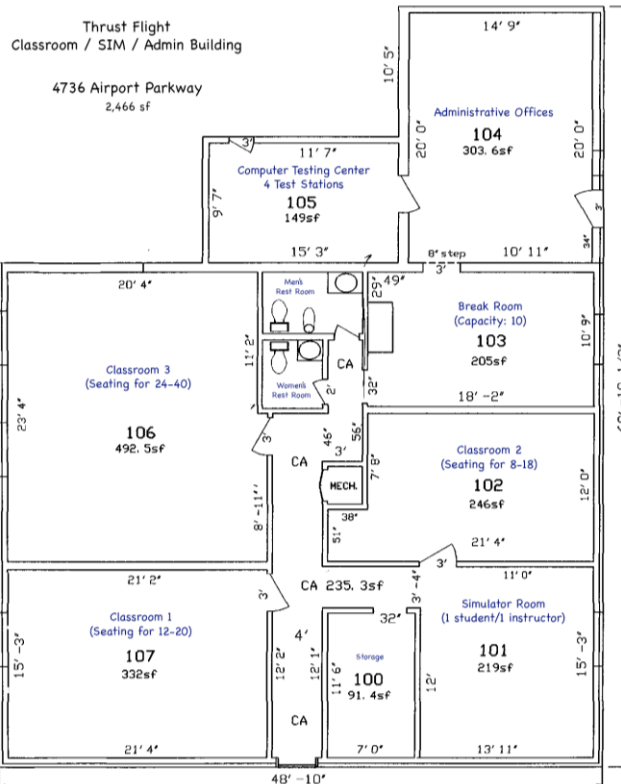
4736 Airport Parkway, Addison, Texas 75001

Classrooms 1, 2 and 3 are located in this building in rooms 107, 102 and 106 respectively. A Redbird full-motion FMX AATD flight simulation device is located in room 101.

The FAA authorized knowledge testing center is located in rooms 104 and 105.

Two restrooms and a breakroom are also provided in this building.

This building is open every day of the year except for published Thrust Flight holidays.



16415 Addison Rd #650, Addison, Texas 75001

The admissions offices are open Monday through Friday, 8:00am to 5:00pm except for published Thrust Flight administrative holidays.

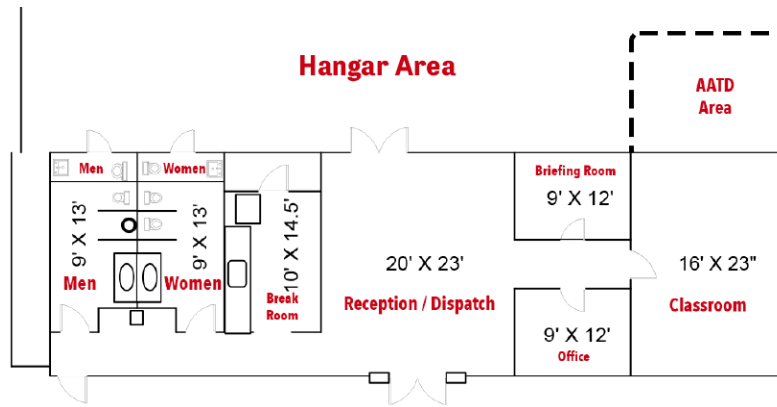
4660 Jimmy Doolittle Drive, Addison, Texas 75001

Our affiliated maintenance companies, Thrust Avionics and Texas Aircraft Maintenance are generally open Monday through Friday, 8:00am to 5:00pm except for published Thrust Flight holidays. However, some maintenance services are available on certain holidays and weekends as necessary to support flight operations.

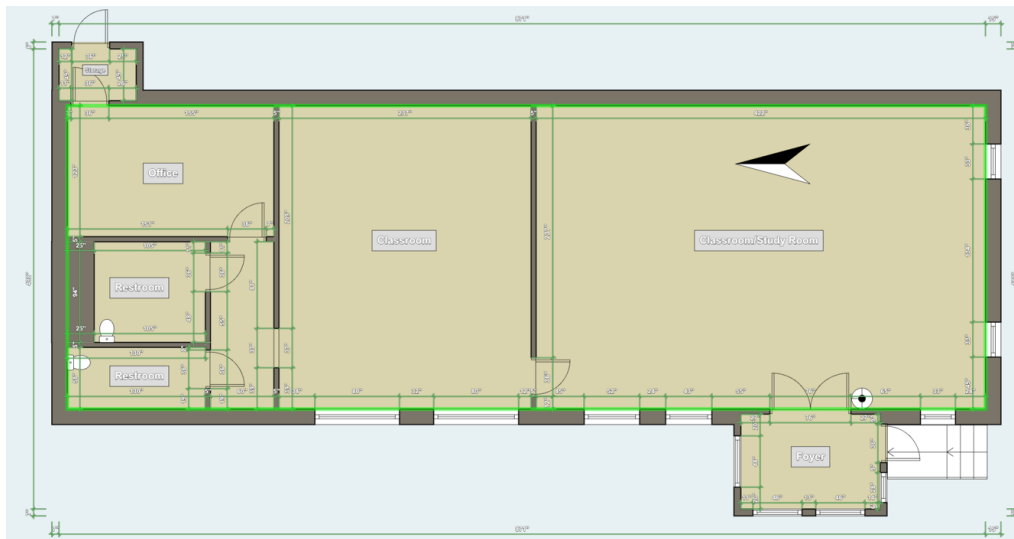
5211 Airport Drive, Denison, Texas 75020



The Denison satellite location is housed within a building that combines two large hangars with dispatch, a classroom and administrative offices. A full-motion Redbird FMX AATD flight simulation device is located in the hangar area.



Classroom Building
5300 Airport Drive, Denison, Texas 75020



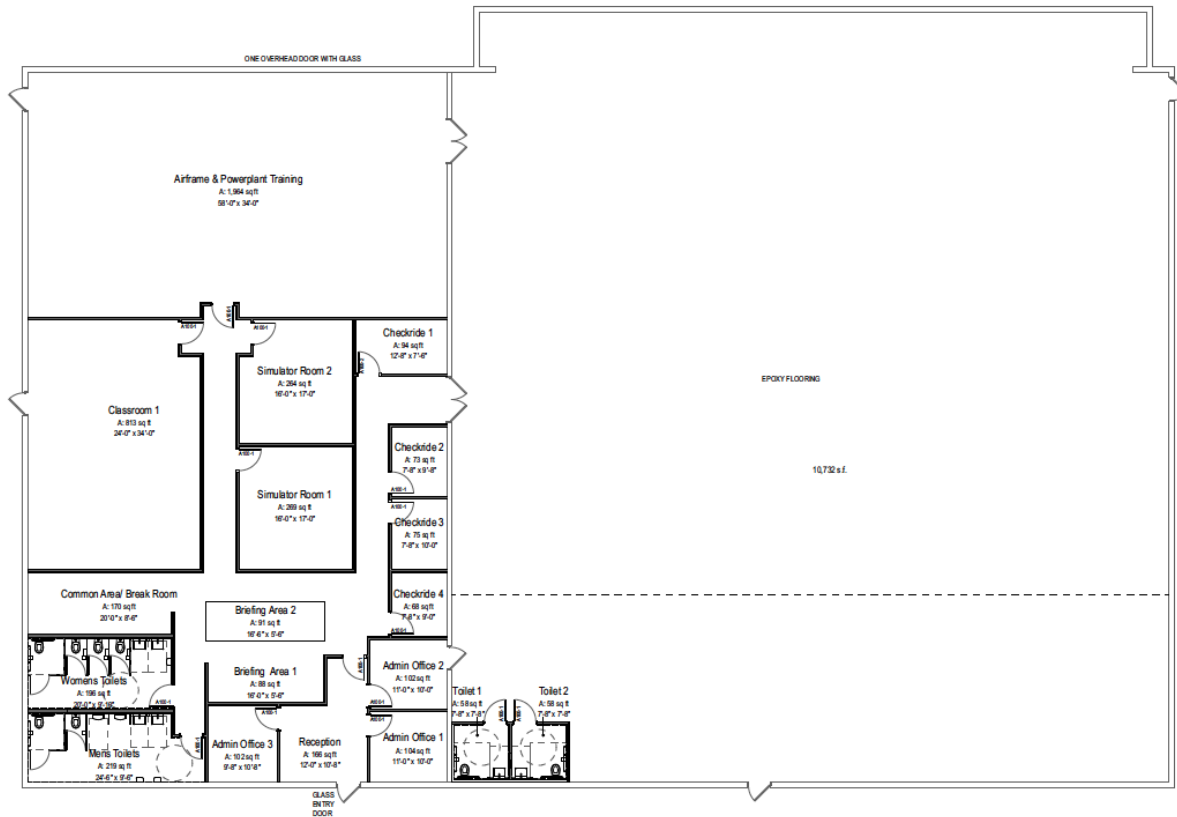
Maintenance Facilities
5103 Airport Drive, Denison, Texas 75020

Denison maintenance operations conducted by Thrust Avionics are generally open Monday through Friday, 8:00am to 5:00pm except for published Thrust Flight holidays. However, some maintenance services are available on certain holidays and weekends as necessary to support flight operations.

Facilities – Conroe, Texas



As of January 2026, the Mesa location is under construction, with completion anticipated during the month of March 2026. The below floor plan is a post-construction plan.



Instructors

Thrust Flight instructors are carefully screened to ensure a staff of fully certificated professionals. They are evaluated in an ongoing effort to maintain high levels of teaching effectiveness, with proper attention to the individual learning and motivational needs of each student. All instructors hold Certificated Flight Instructor – Airplane ratings and are qualified to give both flight and ground instruction. Most also hold Certificated Flight Instructor – Instrument and/or Multi-Engine Instructor ratings.

All flight and ground instruction is designed to meet the needs and requirements of the individual student, offering well planned, accurate and effective courses under the guidelines set forth by the Federal Aviation Administration (FAA). Students receive extensive training not only in the classroom, but in approved IFR/VFR flight simulators and modern training aircraft. Supplemental tutoring is available, as well as the resource library and written and electronic exam preparation guides.

Student Rights and Responsibilities



Students accepted into a course of study at Thrust Flight have certain rights and responsibilities. These rights and the associated responsibilities serve to establish a student code of professional conduct. Primary to this code is access to an environment free from interferences in the learning process.

- Students have the right to an impartial, objective evaluation of their academic and flight performance. Students shall receive in writing, at the beginning of each course, information outlining the method of evaluating student progress toward, and achievement of, course goals and objectives, including the method by which the final grade is determined.
- Students will be treated in a manner conducive to maintaining their worth and dignity. Students shall be free from acts or threats of intimidation, harassment, mockery, insult, or physical aggression.
- Students will be free from the imposition of disciplinary sanctions without proper regard for due process. Formal procedures have been instituted to ensure all students subjected to the disciplinary process are adequately notified.
- When confronted with perceived injustices, students may seek redress through grievance procedures outlined in this catalog. Such procedures will be available to those students who make their grievances known in a timely manner.
- Students may take reasoned exception to the data or views offered in any course of study and may form their own judgment, but they are responsible for learning the academic content and performing to the established standards of any course for which they are enrolled.
- Students will be given full disclosure and an explanation of all fees and financial obligations.
- Students have the right and responsibility to participate in course and instructor evaluations and give constructive criticism of the services provided by Thrust Flight.
- Students have the right to quality education. This right includes quality programs/courses; appropriate instructional methodologies and content; instructors who have sufficient educational qualifications and practical expertise in the areas of instruction; the availability of adequate materials, resources, and facilities to promote the practice and application of theory; and an environment that stimulates creativity in learning as well as personal and professional growth.
- Students have the right and responsibility to develop personally through opportunities such as formal education, work and volunteer experiences, extracurricular activities, and involvement with others.
- Students have the right to a safe and pleasant atmosphere in the classroom. Therefore, food, drinks, and the use of phones are not allowed in the classroom unless specifically authorized by the instructor.

Family Educational Rights and Privacy Act of 1974 (FERPA)

The Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, established a set of regulations governing access to and the release of personal and academic information contained in student education records. FERPA applies to the education records of persons who are or have been in attendance in postsecondary institutions, including students in cooperative or correspondence study programs.

FERPA does not apply to records of applicants for admission who have been denied acceptance or, if accepted, do not attend. Education records are all records that contain information directly related to a student and are maintained by an educational agency or institution, or a party acting for the institution. Exceptions to education records include sole possession records, law enforcement unit records, employment records, health records, and alumni records. Rights under FERPA are not given to students enrolled in one component of an institution who seek to be admitted in another component of the institution. Under FERPA, the rights accorded to parents transfer to students who have reached the age of 18 or who attend a postsecondary institution.

These rights are:



- The right to inspect and review their education records within 45 days of the day the institution receives a request for access. Students should submit to the registrar, dean, head of the academic unit or other appropriate official, written requests that identify the record(s) they wish to inspect. The official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the official to whom the request was submitted, that official shall advise the student of the official to whom the request should be made.
- The right to request amendment of the student's education records the student believes is inaccurate or misleading. A student should write the institution official responsible for the record, clearly identify the part of the record they want changed and why it is felt to be inaccurate or misleading. FERPA was not intended to provide a process to be used to question substantive judgments that are correctly recorded. The rights of challenge are not intended to allow students to contest, for example, a grade in a course because they felt a higher grade should have been assigned. If the institution decides not to amend the record as requested by the student, the official will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- Disclosure is defined as permitting access to or the release, transfer, or other communication of the education records of a student or the personally identifiable information contained therein to any party orally, in writing, by electronic means or by any other means. Disclosure of confidential information to an institutional official having a legitimate educational interest, to government officials with regulatory oversight of the institution's operations, or to accreditation officials does not constitute authorization to share that information with a third party without the student's written permission.
- An institution official is a person employed by the institution in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the institution has contracted (such as an attorney, auditor or collection agent); to officials of another educational institution, on request, in which a student seeks or intends to enroll; a person serving on the board of trustees, directors or advisors; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting an institutional official in performing his or her tasks. An official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- FERPA allows release of the following directory information to the public without student consent: student's name, address, telephone number, date and place of birth, major field(s) of study, e-mail address, participation in officially recognized activities and sports, weight and height of athletic team members, dates of attendance, part-time or full-time status, degrees and awards/honors received, and the most recent educational institution attended.
- Students may prevent the release of directory information by completing a Request to Prevent Disclosure of Directory Information form available from the admissions office. By law, however, a student cannot prevent the release of directory information to the U.S. military for recruiting purposes. Student consent is required for the release of personally identifiable information such as semester grades, academic record, current academic standing, class schedules and Social Security/student number. Student consent is not legally required for disclosure of this information and reports of alcohol or drug policy violations by students under the age of 21, to certain government agencies/officials, sponsoring agencies, parents/guardians of dependent students and to selected school personnel determined to have a legitimate educational interest in such records.
- Students may consent to release personally identifiable information to others by completing the Authorization for Release of Student Information form available in the admissions office. Information about the provisions of the Family Educational Rights and Privacy Act of 1974 as Amended, and the full text of the law, may be obtained from the admissions office.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by an institution to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:



*Family Compliance Office
U.S. Department of Education
400 Maryland Ave., SW Washington, DC 20202-4605*

- The Solomon Amendment established guidelines for the release of directory information to the United States military for recruiting purposes. This Congressional act allows release of the following directory information without student consent to military recruiters for present and previously enrolled students at least 17 years of age: student name, address, date and place of birth, telephone number, and level of education, major field(s) of study, degrees received and the educational institution in which the student was most recently enrolled.

Release of Information About Students

Thrust Flight will not release any information about a student unless one of the following occurs:

- The student gives us written permission to release information; or,
- The information is requested by any court, state, federal, regulatory or accreditation organization.

Equal Opportunity

Thrust Flight does not discriminate on the basis of age, sex, race, color, religious belief, national origin, sexual orientation, handicap, or covered veterans' status in its employment, admissions and or policies and procedures. Inquiries regarding compliance with this policy may be directed to: Human Resources Office, Thrust Flight, 4700 Airport Parkway, Addison, Texas 75001.

Students with Disabilities

While Thrust Flight does its best to comply with the Americans with Disabilities Act and the Rehabilitation Act of 1973, due to the specialized nature of the training and the physical requirements of a pilot, certain accommodations or adjustments may not be possible for disabled students.

Additionally, for all FAA pilot certificates (other than Sport Pilot), an FAA medical certificate is required. To the extent practicable, Thrust Flight will do its best to accommodate all students with disabilities who are able to obtain the requisite medical certification. Students who have a disability or other medical condition should discuss this with their aviation medical examiner and an admissions advisor as early as possible to determine if this will be a problem and find possible solutions. An applicant's request for special accommodations will be reviewed by senior management and a decision will be communicated via the admissions office.

Alumni Contact Information

It is important that Thrust Flight be kept apprised of your current contact information (address, telephone number, email address, employer and job title) following your graduation. This information is vital to maintaining accurate placement statistics for regulatory and accreditation reporting purposes. It also allows us to provide aid and guidance to graduates requesting such assistance.

Aviation is a small community and we often hear about unique opportunities which might be a good fit for some of our graduates. By keeping our alumni records up to date, we can make you aware of these opportunities as they arise. We can assure you that your contact information will not be sold or used for any marketing purposes.



As part of our continuing effort to ensure we are in complete compliance with all regulations and reporting standards, we may engage an independent firm to audit our records, including alumni records. At times we may notify you via email concerning an upcoming audit. In such cases, please make every effort to accept an auditor's phone call or email and to confirm or correct the information being verified.

Non-Owned ("Renter's") Insurance

All students at Thrust Flight are required to maintain coverage for non-owned aircraft (commonly referred to as Renter's Insurance). For most students, this will be a policy from an aviation insurance company that specifically covers use of non-owned (rented or loaned) aircraft. Your non-owned policy must have limits of no less than \$50,000 in aircraft damage and loss-of-use coverage. The coverage must also cover the class of aircraft you will be flying – single or multi-engine. Most policies also include components for personal liability and medical coverage. The limits on those components are entirely up to you.

The following carriers provide coverage for most Thrust Flight students. Thrust Flight does not endorse or recommend any particular company or policy.

- Avemco – <https://nav1.us/avemco> - Annual policies
- Experimental Aircraft Association (EAA) – <https://nav1.us/eaainsurance> - Annual policies; EAA membership required
- StarrGate – <https://nav1.us/starrgate> - Monthly or Annual policies; iOS device required for registration

If you are an aircraft owner, you may already have non-owned use coverage included in your current aircraft policy. Ask your aviation insurance broker if you are unsure if this applies to your aircraft policy.

Student Records

During a course of study, records of training events will be made documenting lessons performed and student performance toward achieving each lesson objective. These records will be managed electronically by the School. Additionally, the student will maintain their own written or electronic logbook of each training event. Your school records, including lesson summaries and course transcripts, are available for your review during regular business hours. To review your records, please make an appointment with a representative in the Operations department or chief instructor. Student records are maintained on file for at least 3 years.

Student Services

Placement Assistance

Aviation has historically been a cyclical industry, with periods of brisk hiring and periods of stagnant hiring. The consensus of industry forecasts projects a worldwide shortage of pilots in the upcoming years. Thrust Flight does not guarantee employment; however, the following placement services are available to all Zero Time to Airline students:

- Upon graduation, the student's pertinent contact information will be made available to Thrust Flight in order to contact the graduate every quarter until employed.
- Once the graduate has been employed for 30 days, Thrust Flight may contact the employer to review the graduate's performance; update the Placement Review Form; and support the graduate in adjusting to the workplace.
- Thrust Flight can assist students in the design and preparation of their resume and with industry job postings upon request.



- Students completing a Certified Flight Instructor course will be eligible to interview for an instructor position at Thrust Flight. Hiring decisions will be based on individual student qualifications and capabilities, as well as current employer staffing requirements.
- Thrust Flight has agreements with Envoy, Spirit, SkyWest, Republic Airlines, Avelo, and Air Wisconsin to recommend alumni that are nearing the experience requirements for an airline first officer position. Additionally, Thrust Flight continues to search for more partners in the industry. Airline recruiters periodically visit Thrust Flight for recruiting purposes.
- Upon request, Thrust Flight will provide students and alumni the names and contact information of airline recruiters, corporate flight departments, and other aviation organizations that have advised us of open positions.

Advising

The admissions department is responsible for handling all prospective student advising related to courses and programs that will meet a student's educational objectives.

Thrust Operations representatives also advise students during their training on study skills, interacting with instructors, staff and fellow students, training progress, housing issues, and problem resolution.

Counseling

Students having difficulty coping with stress, relationships, personal finances, legal problems, or other mental health and life issues are encouraged to consult an appropriately licensed counselor skilled in dealing with such problems. The Operations department can assist you in identifying such professionals to assist with these difficult issues.

Drug or Alcohol Abuse

Students experiencing difficulty in managing their use of alcohol or prescription medications, or those involved with illegal drug use may obtain a referral to a qualified substance abuse professional from a Thrust representative. Note that such issues will usually involve suspending your training under a leave of absence while you are undergoing treatment.

Logistical Assistance

A representative from the Operations department can often assist students in locating and obtaining housing, hotel rooms, car rentals, local services, etc.



Academic Policies, Rules and Regulations

In order to foster excellence in our programs, staff and students, it is essential that we all observe a set of reasoned policies, rules and regulations. Reading and compliance with these policies, rules and regulations is mandatory for all students. The flight training programs at Thrust Flight must strictly adhere to Federal Aviation Administration regulations, as well as airport and Thrust Flight policies, procedures and requirements, and very specific training curricula.

Student Conduct

All pilots (Students, Instructors, and Examiners) at Thrust Flight are subject to the following rules. These rules echo those found in the FAA, as well as regulations and policies of Thrust Flight, airport administration and other authorities.

Notification and Communication

Communication is the key for any professional enterprise. We expect that you will be in communication with your instructor, dispatch, or management any time things are not going as planned. This includes learning plateaus, issues with fellow students or instructors, inability to attend a lesson or other roadblocks to effective learning.

We want you to succeed, and if we are not aware of a situation, we cannot help. Similarly, it is the responsibility of any Thrust Flight pilot to notify management any time there has been a deviation from or violation of the Federal Aviation Regulations.

If you receive an FAA, Tower, or Controller phone number to call at ANY time while in a Thrust Flight aircraft, it is your required obligation to immediately notify Thrust Flight management. The FAA will also contact us directly about any potential deviations. The more we know, the better we can prepare for BOTH of our meetings with the FAA. Failure to notify management could lead to unwanted reports and/or actions, and potentially termination of your pilot certificates and/or participation in the program.

Honesty and Integrity

True professionals are impeccably honest with themselves and with others. Failure to acknowledge a breakdown or defect, failure to report an infraction, failure to abide by rules or required procedures, all have a detrimental effect on safety.

Students are expected to comply strictly with federal, state, and local laws and regulations, as well as policies and procedures of Thrust Flight. Violations of traffic or criminal laws, FAA regulations, or ethical infractions can result in removal from the program.

Cheating on tests or assignments will not be tolerated. Aviation safety begins with strict adherence to an inclusive and complex body of rules and regulations. Any deviation from these rules and regulations threatens human life. Any student conduct or behavior that is considered detrimental to flight safety will be reviewed by management and may be grounds for dismissal.

Ethical Conduct

Cheating in any way, falsification of records (including logbooks), theft, or any other form of dishonesty or failure of integrity will not be tolerated. Any such acts will be investigated by management and are grounds for immediate dismissal from the program.



Students are advised that illegal use or arrest for alcohol and drug offenses will be grounds for suspension from the program pending a formal investigation. Conviction of any of these offenses is grounds for termination from the program and may severely impact your career in aviation.

Discrimination or Harassment

Thrust Flight strives at all times to create a welcoming and positive educational environment for our students to succeed to their maximum potential. As such, we prohibit discrimination or harassment based on race, color, religion, creed, sex, national origin, age, sexual preference or identity, disability, marital status, veteran status, or any other status protected by applicable law. Thrust Flight prohibits and will not tolerate harassment on the basis of any such status protected by applicable law. This policy extends to any acts by faculty, staff, or students. It also extends to any other individual at any location when an employee or student represents Thrust Flight or is wearing clothing or materials linking the individual with the school in any way. Discrimination includes (but is not limited to) taking any admission or evaluation related action on the basis of any status protected by law.

Harassment is generally defined as unwelcome verbal or non-verbal conduct, based upon a person's protected characteristic, that denigrates or shows hostility or aversion toward the person because of the characteristic, and which affects the person's educational or work environment, has the purpose or effect of unreasonably interfering with the person's work or education, or has the purpose or effect of creating an intimidating, hostile or offensive workplace or educational environment. Harassing conduct includes epithets; slurs or negative stereotyping; threatening, intimidating or hostile acts; denigrating jokes and display or circulation of written or graphic material that denigrates or shows hostility or aversion toward an individual or group based on their protected characteristic.

Sexual harassment also includes unwelcome sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature, when: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's evaluation or advancement; b) submission to or rejection of such conduct by an individual is used as the basis for evaluation decisions affecting such individual; or c) such conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile or offensive workplace or educational environment. Examples of sexual harassment include: unwelcome or unsolicited sexual advances; displaying sexually suggestive material; unwelcome sexual flirtations, advances or propositions; suggestive comments; verbal abuse of a sexual nature; sexually oriented jokes; crude or vulgar language or gestures; graphic or verbal commentaries about an individual's body or appearance; display or distribution of obscene materials; display or exhibition of consensual sexual conduct or public displays of affection, physical contact such as patting, pinching or brushing against someone's body; or physical assault of a sexual nature.

Employees found engaging in discriminatory and/or harassing behavior will be addressed via company policy as stated in our employee handbook. Students found engaging in discriminatory and/or harassing behavior may be subject to sanction, to include expulsion from the program if the offense(s) are deemed serious enough after investigation.

Students with any concerns regarding discriminatory or harassing behavior by Thrust Flight faculty, staff, or fellow students should communicate their concerns immediately to a member of the Operations department, who will determine the best course of action regarding intervention and/or investigation.

Professionalism

Airlines, corporate flight departments, public service organizations, flight schools, or anyone else hiring pilots require candidates to be professional in appearance and demeanor. Any hint of immaturity or lack of



professionalism is a red flag to hiring managers and will usually lead to a job offer going to some other candidate that makes a better impression.

You should consider each day you are on campus to be part of your job interview - both for a position at Thrust Flight and, eventually, at our airline or corporate partners. In your day-to-day activities you will be observed by your instructors, school administrators, staff, examiners, peers, and airline recruiters. The aviation community is surprisingly small. A good (or bad) impression made today may make a big difference in your career many years down the road. Put your best foot forward to make a good impression. Many sections of this catalog are designed to help you make that good impression and meet your career goals.

Attire and Appearance

Pilots, mechanics, flight attendants, air traffic controllers, hourly employees, administrative, and management personnel in the aviation industry comply with specific dress and grooming standards. These practices promote safety by strengthening professional attitudes, addressing important human interfaces with equipment, and have a significant impact on public confidence. These habits begin in the aviation programs at Thrust Flight. Students are expected to present themselves for classes and lessons dressed and groomed neatly. Students are to wear the designated uniform at all times when on school premises and during all flights.

Thrust Flight ZTA uniforms consist of a red Thrust Flight shirt, jeans, khakis, black or gray slacks or shorts (no leggings or yoga pants), and closed toe/closed heel, soft sole shoes. All clothing must be clean, in good repair, and contain no holes or tears. Shorts must be no shorter than 3-4 inches above the knee when standing. Gentlemen must wear shirts tucked into pants with a belt. Shoes and socks must appear professional and clean in appearance. Solid color jackets and hats may be worn if complementary to the uniform and worn in the traditional manner. Hats are not to be worn backwards or to the side while in uniform. If they contain any markings or logos, these markings must be small in size, tasteful, and non-offensive. No markings may promote a flight school other than Thrust Flight.

Hair must have an overall professional look appropriate for business interactions. For females, the hair must be clean and well-groomed. Long hair that falls below the shoulder must be pulled back if, in the opinion of an instructor, it interferes or otherwise distracts from the student's training. For males, the hair may not cover the ear or extend beyond the top of the shirt collar. Extreme hair colors are not permitted.

Gentlemen may wear moustaches if closely groomed and professional in appearance. Beards or stubble growth are not permitted while in uniform. Hair must be clean and professional in appearance. Facial jewelry should be limited to a single pair of earrings.

Airlines require pilots to keep tattoos covered by the uniform. We encourage potential airline candidates to consider the impact of that policy on their future employment.

The program fee includes five Thrust Flight ZTA shirts. The flight operations manager will have information as to the availability of additional shirts for purchase if so desired.

Hygiene

Everyone must maintain good personal hygiene. Pilots share small spaces (cockpit/simulator) and must be aware of body odor, oral hygiene, and heavily scented perfumes or colognes, which may negatively affect others. Everyone should also diligently wash his or her hands frequently to prevent the spread of disease.

Punctuality



Students are expected to appear 30 minutes prior to any scheduled flight training event. Arriving 29 minutes prior to a scheduled flight or simulator session is considered tardy. Students must appear 15 minutes before all group classes or ground sessions. All assignments must be submitted on time. Aviation firms have virtually no tolerance for lateness. Flight crew members or other operations personnel who are not on time for work generate millions of dollars in system-wide ripple-effect costs, and their employment is typically terminated on the second offense.

Student Pilot Certificate

Prior to beginning training towards a Sport or Private Pilot Certificate, you must have or have applied for a Student Pilot Certificate. This can be done at Thrust Flight or with any Certificated Flight Instructor (CFI), Designated Pilot Examiner (DPE) or through an FAA Aviation Safety Inspector (ASI). A temporary Student Pilot Certificate is typically emailed within two weeks, followed by a plastic card within 6 weeks. New students are encouraged to apply for a Student Pilot Certificate as early as possible so as not to impede progress.

Medical Certificate

All FAA pilot certificates, other than the Sport Pilot certificate, require a valid FAA medical certificate for operations as pilot in command. In order to operate as a Sport Pilot, you must have a valid driver's license and self-certify that you are fit to fly. Additionally, if a Sport Pilot has applied for an FAA medical certificate, the most recent such application cannot have been denied or revoked.

For all other ratings the FAA requires a valid third-class FAA medical certificate or BasicMed to function as pilot in command. Pilots exercising commercial pilot privileges are required to have at least a valid second-class medical certificate. Airline pilots are required to possess a valid first-class medical certificate. Therefore, Thrust Flight requires a first- or second-class medical certificate for all students entering a Zero Time to Airline program (with a first-class strongly encouraged). All multi-engine operations require at least a valid third-class medical certificate. In rare situations, a ZTA student will be permitted to enter the program with BasicMed or a third-class certificate, subject to chief flight instructor approval. However, in such cases, regulations will not permit that person to act as a pilot in any for-hire commercial or airline operations.

A current medical certificate must be on file with the Thrust Flight registrar prior to beginning training for any ratings beyond Sport Pilot. It is the student's responsibility to ensure that the certificate is renewed prior to expiration and that copies of any renewals are provided to the registrar via email at documents@thrustflight.com.

Thrust Flight can recommend convenient Aviation Medical Examiners which can help you obtain your medical certificate. If you have any concerns about your medical status, we encourage you to speak with an admissions advisor prior to applying for a medical certificate.

Our advisors can provide you with contacts which may be able to help you navigate the medical certification process with minimal cost or delay.

TSA Documentation

US Citizens:

Students will be required to show a government-issued photo ID and proof of US citizenship to the Thrust Flight admissions office. Copies of these documents will remain on file for a period of five years from completion or withdrawal from training. Acceptable documents to verify U.S. citizenship include:

- A Current, unexpired U.S. Passport or Passport Card* OR
- A Current, unexpired U.S. State issued Driver's License* AND
 - A valid Birth Certificate from a US state or recognized US protectorate acceptable to the TSA



OR

- A US Certificate of Naturalization

*If a passport or driver's license is submitted that will expire before the completion of training, it is the student's responsibility to provide renewal copies at or prior to expiration.

Foreign (Non-US Citizen) Students:

Non-US Citizen students must register with the Flight Training Security Program (FTSP) prior to undertaking most flight courses. US Law prohibits flight schools from providing flight training to a foreign student unless they have been authorized for such training by the US Department of Homeland Security.

To register, follow the steps outlined at <https://www.fts.tsa.dhs.gov>. Please be aware that the approval process can take up to 6 weeks, involves a fee, and has several steps, so please allow plenty of time for approval prior to your scheduled start date.

Applications submitted after July 30, 2024 will be valid for up to 5 years once approved. Applications submitted prior to that date fall under different rules. Contact an admissions advisor or the TSA if you have submitted an application under the earlier rule.

Once approval is received, the TSA will email the applicant with an approval to undergo training. Any flight training organization you use during the valid term of your approval will need a copy of the approval email for enrollment. Please keep it in a safe place and forward a copy to the admissions office as soon as it is received.

Thrust Flight is not authorized to issue or validate US State Department visas. Students are responsible for ensuring they have an appropriate visa allowing entry into, training and/or working in the US, as well as any fees associated with obtaining FTSP approval or entry visas.

Attendance and ZTA Student Availability

Our ZTA training model is airline-oriented, full-immersion training with a keen focus on safety, standardization, and professionalism. The airline-oriented focus drives the way we conduct your training from day one.

Participation in a Zero Time to Airline program requires your availability for training Monday through Sunday, for a minimum of 8 hours per day. The typical schedule will generally allow one or two days off per week, but this may vary depending on weather, aircraft availability, and many other factors.

Additionally, students are expected to be present and productive during study halls, as well as at least 10 hours per week for personal or group study during evenings. During some phases of the program, especially during cross-country stages, additional training will be conducted in evening hours.

Weather conditions and checkrides may also cause training rescheduling and reduce student time off. This level of availability is necessary in order to meet the completion time frame of the program. It also precludes any student employment or outside time obligations during the program. If a student is unable to meet the requirements of this attendance policy, he or she may be terminated from the ZTA program.

Make Up Work

All work missed due to missing a lesson or failing to complete an assignment to standards must be made up in order to complete the syllabus lesson and continue in the course. Lessons not completed will be scheduled for a repetition or continuation at the next training session. The ZTA program allows up to 3 lessons per course to be



repeated. Any repeated lessons or time required beyond the course maximum allowance will be billed to the student at normal hourly rates.

Student Preparedness

Students must arrive well prepared for each lesson. This means all reading assignments, flight preparations, and home study work are complete. Students not properly prepared for a lesson will be deemed to be absent or tardy and may receive a failing grade for that lesson.

Students are required to be present and prepared for each lesson at least 30 minutes prior to a scheduled flight or simulator lesson, and 15 minutes prior to a scheduled ground lesson. A student is considered tardy if not present at these times. Chronically tardy students will be charged a fee of \$50 per tardy and may be subject to suspension or termination from the course or program.

A student is considered absent and will receive a failing lesson grade if more than 15 minutes late or unprepared for any lesson. Late-show/no-show fees of up to \$350 per reservation may also be charged.

Students are required to be present and prepared when scheduled, regardless of conditions. If weather, maintenance or some other factor prevents a scheduled lesson from being conducted as planned, the instructor will determine the appropriate course of action. This could include conducting an alternate ground lesson, utilizing a simulator, etc. The student is not released or excused from a scheduled training event until personally notified by his/her instructor or a staff member.

A typical flight training lesson will commence with a pre-lesson brief with an instructor, followed by a pre-flight inspection of the aircraft. This ensures that all preparatory items are met for the lesson that day. Any discrepancies found during pre-flight should be reported to dispatch or a chief/assistant chief immediately.

A typical flight training lesson will conclude with a post-flight inspection (a "walkaround" checklist item) followed by a post-event debrief with the instructor. The instructor and student will review the flight, highlight elements that are satisfactory, unsatisfactory, and/or improving, and make recommendations for practice before the next flight. Lessons are not complete until the event is logged correctly in a student's logbook and in the student records system. Training only counts toward certification when logged and signed by the instructor and the student.

Sick Days

Students should notify dispatch and/or their instructor as soon as they determine they are ill and unable to attend a lesson. Lessons missed due to illness will be recorded as such and will not be considered a failure for course grading purposes. However, make up of missed lessons will count as a retraining event for purposes of completion within course standards and may incur additional charges.

Illnesses impacting 2 or more consecutive scheduled training events over 2 or more days will require a doctor's note for re-admission. Illnesses extending beyond 5 days may require a leave of absence and re-entry into a later class offering so as not to unduly delay classmates.

Students exposed to or experiencing symptoms of a communicable disease should self-isolate immediately so as to prevent spread of disease to others. If you find yourself in this situation, seek competent health care and contact a representative of the operations department or chief instructor for guidance.

ZTA Program Time Off



Due to the immersive nature of the ZTA program, it is often difficult and disruptive to allow unscheduled days off during a course. However, life and family events happen, and the faculty and administration will try to accommodate student time off to the extent it does not impede the student's progression or unnecessarily disrupt classmates or instructors.

The total time off permitted during the program is limited to a maximum of 10 days. If approved, time off will be granted in full calendar day increments. The following exempt situations do not count toward the maximum allowed days off during your program:

- Company-wide Holidays
- Sick days
- Emergencies
- Bereavement for immediate family members (funerals, memorials, hospice, etc.)
- Approved Leave of Absence
- Military Obligations
- Court Obligations (jury duty, summons, etc.)

All exempt time off except company holidays still require prior approval with requests submitted as early as possible.

Please make sure when submitting a time off request that the request is for the full length of time that you will be unavailable. Weekends count towards the total number of days used.

To request time off, a ZTA student must complete a Time Off Request form available from crew scheduling. These requests must be submitted at least 2 weeks in advance for non-emergency absences (weddings, family events, etc.). Emergency requests may be considered with less notice, depending on the situation (i.e., deaths in the family). Note that not every request will be granted. Approval of time off is at the sole discretion of crew scheduling and the chief instructors may impose limitations or prerequisites on a request in order to minimize disruption to your training or that of others.

To maximize the likelihood that your request will be granted, submit your request as early as possible, for as short an absence as possible, and make sure you are ahead of your study requirements at the time of your absence.

To ensure continuity and avoid loss of progression, the number of students granted time off at any specific time will be limited. In these instances, the requests will be granted in the order received until this limit is reached. In all cases approval will be contingent on the student having all written tests and assignments complete, all financial obligations current and the time off request submitted at least two weeks in advance.

ZTA Leave of Absence

Under unusual circumstances, Thrust may permit a ZTA student to temporarily withdraw from a course for extended illness or other personal reasons. Upon re-entry after an absence, the student will be evaluated by a chief instructor to determine if the student will be required to restart the course and be placed with the next available class start for the rating in which the student was enrolled at the time of the absence.

It is Thrust's prerogative to grant or deny leaves of absence. A student may not receive more than one leave of absence during the ZTA program unless approved by an executive member of Thrust due to extreme and urgent circumstances out of the student's control.

Under no circumstances may the total cumulative absences during the program exceed 180 days. Anyone exceeding this limit will be deemed to have abandoned the program and will be terminated.



Lesson Performance Standards

Upon completion of each lesson, instructors will grade the student's performance with a numeric grade. Students must receive a passing grade to move on to the next lesson. The ZTA maximum allowed hours for each course anticipate that a modest number of lessons may need to be repeated during a course. The cost of any repeated lessons or remedial training required beyond this allowance will be the ZTA student's responsibility. Note that overages are calculated on a course-by-course basis. An overage in one course cannot be applied against unused hours in another course.

ZTA students are permitted no more than three attempts to achieve a passing grade on any specific lesson. Students unable to pass by their third attempt must meet with a chief instructor. If approved by a chief instructor, a student will have the option to re-attempt a lesson for a fourth and final time. Chief instructors will consider the student's past performance, overall attitude and any extenuating circumstances in deciding to approve a fourth attempt. Chief instructors are not permitted to authorize a fifth or subsequent attempt for any student. A ZTA student unable to pass a lesson within the allowed attempts will be terminated from the course and program.

Written Test, Stage Check and Checkride Performance Standards

Each course includes written exams, stage checks, and a practical test ("Checkride"). Students must pass these tests in no more than three attempts. For ZTA students, FAA written knowledge tests must be completed by the beginning of Stage III in a flight course syllabus, or by the beginning of week 1 of an instructor academy course. Any costs associated with FAA knowledge tests taken after that point, any retesting after a failure, or remedial training required following a test failure will be the responsibility of the student as such costs are not included in the program fee. Any ZTA students unable to pass a test by the third attempt will be terminated from the course and program.

Checkrides

The checkride (practical test/flight check) is a process where the student/applicant meets with an FAA Aviation Safety Inspector (ASI) or an FAA Designated Pilot Examiner (DPE). The checkride is your opportunity to demonstrate knowledge and proficiency as required by the Airman Certification Standards (ACS) or Practical Test Standards (PTS). Each checkride begins with a knowledge evaluation (the "oral exam") on the ground, then proceeds to a skills evaluation in the aircraft.

ZTA students complete up to seven checkrides in the program: Private Pilot, Instrument Rating, Commercial - single engine, Commercial - multi engine, Flight Instructor, Instrument Flight Instructor and optionally, Multi-Engine Flight Instructor. Though the required knowledge and skills to complete each checkride will vary, the overall structure of checkrides is universal.

The Airman Certification Standards (ACS)

The ACS is an FAA document that drives each checkride. The ACS defines the role of applicant and examiner and provides a structure for knowledge areas and skills covered during the checkride. There should be no surprises during a checkride. Knowledge areas and skills that will be tested are listed in the ACS. The FAA describes the rights and responsibilities of both applicant and examiner in the ACS. The Practical Test Standards (PTS) preceded the ACS and is still applicable for some checkrides.

The Designated Pilot Examiner (DPE)

DPEs are approved by the FAA to conduct checkrides. Thrust Flight as sole authority in selecting and assigning the DPE for checkrides in the ZTA program. We strive to provide standardization and quality among examiners. Applicants must know their rights and standard checkride protocol, and immediately report any breaches of



professionalism, standards, regulations, or policies to Thrust Flight Operations personnel or Chief or Assistant Chief Flight Instructors.

Occasionally, an FAA Aviation Safety Inspector (ASI) will perform or observe checkrides. This is nothing to be concerned about in that ASIs are human and are bound by the same ACS standards as DPEs (who are also humans.) The ASI and/or Examiner are not out to trick you. They want you to succeed (it makes their job easier and much more enjoyable.) Their role is to give you the platform to demonstrate what you have learned and that you understand and manage the risks associated with aviation.

Examining Authority

Thrust Flight has Examining Authority on several of its 141 courses. These are still checkrides conducted to ACS/PTS standards. The examiners are Thrust Flight instructors approved by the FAA to conduct stage checks and these checkrides, known as EOCs (End-of-Course). The same rights and responsibilities apply to the students and examiners for EOCs as they do for any checkride.

Checkride Fees

Checkride fees are included in your program fee for your initial attempt at each program checkride. The student is responsible for any re-examination fees. Some examiners are paid directly by Thrust Flight (including all EOC examiners). Others are paid in cash at the time of the checkride. If your examiner is to be paid in cash, your instructor will give you information on how to collect the cash fee from Thrust Flight Ops personnel. You will be responsible for the safekeeping of the checkride fee once received.

Examiners' time is in very high demand. As such, it is inconsiderate to waste that time with tardiness, late cancellations, no shows, or discontinuances for reasons other than weather or mechanical issues that are concurred by the examiner. Some examiners will charge a fee of up to the entire checkride for such occurrences. Your program fee does not include any such expenses and you will be solely responsible for the cost of any retest or resumption under these circumstances.

Preparing for a Checkride

Checkride preparation starts the day training begins. Each day rehearsing and practicing is preparation for the next checkride. Every knowledge area and skill required for the checkride is presented as part of the scheduled lessons. Students and instructors must consistently review knowledge areas in preparation for a new certificate or rating.

Students earn the prerequisite endorsement that is required for each checkride by demonstrating proficiency in the required knowledge and skill areas. Instructors have final authority with their endorsements. Failure to meet ACS standards requires additional training.

Mock Checkride

For most ratings, mock checkrides are conducted to simulate the checkride experience. Students and instructors must treat these mock checkrides like a real checkride. The mock checkride is a great opportunity to catch misunderstandings before they become a notice of disapproval from the examiner.

The mock checkride begins with a logbook review to qualify the applicant. All requirements, including endorsements and ground training required by the FARs, should be logged for review by the evaluating instructor.

IACRA

The FAA's Integrated Airman Certification and Rating Application (IACRA) website is the online electronic application system for airman certification records. Students and instructors complete the IACRA application



together. By signing the IACRA application, both student and instructor verify they have reviewed the document and verify it's accuracy.

Checkride Checklist

The checkride checklist provides detailed tasks for checkride preparation. Students must arrive at the checkride with a packet of prepared materials used in qualifying for and being successful in the checkride. As with most things in aviation, preparation is critical to success. Many checkride failures can be prevented by diligent preparation before the checkride begins. Some examiners are paid an exam fee in cash at the beginning of the checkride. You are responsible for obtaining the examiner fee from Thrust Flight Ops personnel and maintaining its safekeeping until the checkride.

Checkride

Students and instructors must be prepared for the scheduled checkride and communicate delays to Thrust Flight Ops personnel immediately. Non-weather cancellations within 72 hours of a scheduled checkride may incur the full checkride fee. In such cases, the student is responsible for the examiner fee upon re-examination.

Each examiner and each checkride is different. The ACS/PTS provides standardized outlines of knowledge and skills required for each rating and certificate, but it is up to the DPE to determine the style and flow of each checkride. The applicant is pilot-in-command during a checkride.

As with all activities on campus or in aircraft, students must wear their ZTA uniform for checkrides.

Instructor Assignments

Thrust Flight has the exclusive right and responsibility to assign specific instructors and students for each training event. Generally, these pairings will remain consistent for the duration of a course. However, assignments will be altered at times for various reasons, including second opinions on progress, scheduling conflicts, utilization efficiency, etc.

Occasionally, the learning and teaching styles of a particular student and instructor may not be an optimal match. When this situation is suspected, the first step is to discuss the matter with the instructor. Often, an open and frank discussion will lead to improved compatibility of styles. Should the situation continue, the student should discuss the matter with student services, operations manager, or chief/assistant chief instructor. An adjustment to assignments will be made if all parties agree it is the best option. However, professional pilots do not always have input into the person or persons they will be flying with. It behooves the student to become adept at working with all personality types and operating styles. This talent will serve you well in your career and life.

Facilities and Aircraft Care

It is your responsibility to keep the facilities and interior of aircraft clean. This means water bottles, napkins, empty oil cans, etc. are to be disposed of properly and not to be left in an aircraft. Soft drinks and food are not allowed in aircraft or simulators at any time.

Do not slam aircraft doors or canopies; use the handles properly. Disregard for facilities or equipment, or damage done to the equipment, furniture, interiors, radio equipment, instruments, exterior, tires, wheel pants, etc., will not be tolerated. Any repairs that must be done because of student neglect will be charged to the student causing such damage. In instances where the person causing aircraft damage is not immediately known, the person who last flew the aircraft will be charged for damages. If you discover damage to aircraft or equipment, you should report this to Thrust Flight management immediately. This is particularly important for issues discovered during pre-flight of an aircraft. In such cases, contact dispatch immediately to ensure the previous student will pay for repairs, not you. Failure to do so will indicate your acceptance of responsibility for any issues found after your



flight. Damages assessed to a student are their personal responsibility and cannot be paid from ZTA account balances. Students with a delinquent balance may be prohibited from flights or lessons until their account is brought current.

Preflight inspections should not be performed in an enclosed hangar. Aircraft should be pulled out of the hangar onto the ramp and away from other potential aircraft movements prior to beginning of preflight.

Do not perform engine starts in the hangar area. All planes should be pulled to the taxiway, on a yellow center line before starting.

All aircraft are to be shut down on the taxiway yellow line and perpendicular to the desired tie-down spot, then pushed into parking position. Anytime an aircraft is moved by hand, there must be at least two people present to move the aircraft. Students are not allowed to move aircraft on their own - an instructor, dispatcher, or another pilot must be present and assisting in the process.

Disciplinary Probation

Students may be placed on disciplinary probation for lack of progress, consistent failure to meet performance standards, actions or attitudes inconsistent with our safety culture, violation of school policies, actions contrary to FAA regulations or guidance, or for arrest or conviction for violation of any state or federal laws. A student will remain on disciplinary probation for a period of one month. If the student continues to have behavioral or performance issues, they may be terminated from their training program.

Program Termination

At any time, the student or Thrust Flight can terminate a training program or course for any reason. If a student is unable to successfully pass lessons or tests, or complete ratings within the allowed time frame, including remedial training and re-tests, the student will be terminated from the program. Students may also be terminated for a poor attitude, unprofessional conduct, insubordination, unsafe actions, excessive absenteeism or other violations of Thrust Flight rules, regulations or policies. Students terminated involuntarily may petition the chief flight instructor and executive management for permission to re-apply after 3 months. Re-admission petitions will be evaluated on a case-by-case basis.

Student Complaints

Informal Resolution

If a student has a complaint, they are encouraged to speak to any of the following as appropriate for their situation:

- Their assigned Flight Instructor
- A Chief Flight Instructor
- A representative of the Operations Department
- Admissions Advisor
- Any member of management

Formal Resolution Process

If the issue is not resolved through informal discussions, a formal complaint may be filed by sending an email to mgt@thrustflight.com. Formal complaints must include the following information:

- The words "Formal Complaint" in the email subject followed by a few words describing the topic.



- The name, address, email, and phone number of the complainant.
- A detailed description of the grievance including names, times, dates, locations, witnesses, and any other information pertinent to the complaint.
- A proposed solution.
- Copies of any supporting evidence or documentation.

Submissions will be acknowledged within three business days of receipt. If incomplete, the acknowledgement will indicate any deficiencies and the matter will be closed until properly re-submitted. A senior member of management will investigate the claims in valid submissions and will provide a formal response by return email within 10 business days of receipt. Where the situation warrants, a notice of additional time required to fully investigate the issue may be sent within the initial 10-day response period. In such cases, the extension of time required will be no more than 30 days from the initial valid complaint filing.

Anonymous complaints will not be acknowledged.

Appeal Process

If the complainant is not satisfied with the formal response received, they may appeal to the full management committee. Appeals may be filed by sending a request for appeal to mgt@thrustflight.com with the following information:

- The words “Formal Appeal” in the subject of the email.
- A copy of the original formal complaint.
- A copy of the formal response.
- Any new relevant information pertaining to the case.
- A detailed narrative and justification for rejection of the formal response.
- A revised proposed solution taking the formal response into consideration.

Appeal submissions will be acknowledged within three business days of receipt. If incomplete, the acknowledgement will indicate any deficiencies and the appeal will be closed until properly re-submitted. Upon receipt of a properly submitted appeal, the management committee will convene to review the record and discuss the matter. Where appropriate, the committee may do further investigation or seek additional information from the complainant. Within 30 days of the appeal receipt, the committee will issue a formal written response by return email.

External Complaints

Upon exhausting the internal complaint processes, an unsatisfied complainant may take their grievance to external authorities where appropriate.

Issues related to safety of flight may be addressed to the FAA in the North Texas Flight Standards District Office.

Issues related to accreditation may be addressed to the International Aerospace Accreditation Commission (IAAC) at 12740 E. Sunnyside Drive, Suite 100, Scottsdale, AZ 85259.

Refund Policy



Application Fees

An application fee is required to submit your application to attend Thrust Flight. The school will commit resources and incur nonrecoverable costs on your behalf in reviewing and processing your application. As such, application fees are non-refundable.

Housing Fees

Students that elect to utilize Thrust Flight housing will execute a housing license agreement for a specific period of time. Once a student accepts and moves into student housing, housing fees are refundable only to the extent Thrust Flight is unable to provide student housing in accordance with the terms of the housing license agreement. Otherwise, the entire housing fee becomes nonrefundable upon move-in. Prior to moving into student housing, a student may receive a refund of housing fees only if the housing offered by Thrust Flight is not in accordance with the terms of the housing license agreement or if the student withdraws from Thrust Flight training programs prior to the start of those programs.

Tuition and Fees

Zero Time to Airlines Programs:

Canceling Enrollment

A student may cancel their enrollment within the first three days following execution of an enrollment agreement by notifying an Admissions Advisor in writing. Students canceling enrollment will receive a full refund of all monies paid toward that enrollment. A student cancelling their enrollment after the third day following execution of an enrollment agreement will be entitled to a full refund of all monies paid toward that enrollment, less a \$150 drop fee.

Dropping a ZTA Program Course Prior to the Scheduled Start Date

Prior to the start of any ZTA program course, a student may drop the course by notifying Operations in writing or in person. The student will be subject to a \$150 drop fee, be terminated from the program, and entitled to a refund of all prepaid course fees for courses not yet begun and any remaining Contingency/Overage Allowance balance.

Dropping a ZTA Program Course in Progress

A student may drop a ZTA program course in progress by notifying Operations in writing or in person. The student will be terminated from the program and will be entitled to a full refund of any remaining Contingency/Overage Allowance balance, all course fees for courses not yet begun, and a refund for the courses in progress as follows:

- Refunds for ZTA program courses in process which include a flight component will be made based on the course phase the student was in at the time of drop notification.

Phase 1	Where the student has completed less than 1/3 of the minimum required flight/sim hours in the course	66% of the course fee is refundable
Phase 2	Where the student has completed at least 1/3, but less than 2/3 of the minimum required flight/sim hours in the course	33% of the course fee is refundable
Phase 3	Where the student has completed 2/3 or more of the minimum required flight/sim hours in the course	The course fee is nonrefundable

- ZTA program courses without a flight component are short in duration and not refundable after the course has begun.



Termination from the ZTA Program

A student withdrawing or terminated from a ZTA program will be dropped from any courses in which they are currently enrolled and will be entitled to a refund of any remaining Contingency/Overage Allowance balance, and unused course fees in accordance with the applicable *Dropping a ZTA Program Course Prior to Scheduled Start Date* or *Dropping a ZTA Program Course In Progress* sections above.

The student's Last Day of Attendance (LDA), will be determined as the last date the student attended a logged ground or flight lesson.

Continuing Education Courses:

Reserved Courses

Certain continuing education courses with limited capacity have a refund policy tailored to maximize scheduling efficiency and to utilize all available seats for each session. The following courses are "Reserved Courses":

- AFC-501/CEC-501 – CFI Airplane Theory
- AFC-503/CEC-503 – CFI Instrument Theory
- CEC-401/CEC-402 – Accelerated Multi-Engine

Postponing / Cancelling Reserved Courses

You may reschedule or cancel your enrollment in a Reserved Course by notifying the admissions office in writing. You will incur a postponement/cancellation fee as follows for each cancelled or postponed Reserved Course:

- | | |
|---|-----------|
| ● Postponement more than 30 days prior to scheduled class start date | No Charge |
| ● Cancellation more than 30 days prior to scheduled start date | \$150 |
| ● Postponement or Cancellation 15-30 days prior to scheduled start date | \$150 |
| ● Postponement or Cancellation 5-14 days prior to scheduled start date | \$250 |
| ● Postponement or Cancellation 1-4 days prior to scheduled start date | \$500 |

No refunds are available for Reserved Courses on or after the scheduled course start date. If the published course fee for the rescheduled Reserved Course is different than the course fee on the date you were originally enrolled, you will be responsible for any increase or will be refunded any decrease.

Dropping a Continuing Education Course

A student may drop any continuing education course other than a Reserved Course by notifying an admissions advisor. The student will receive a full refund of all monies on deposit or paid toward that enrollment, less a) a \$150 drop fee, b) the normal retail cost of any materials not returned in resalable condition, and c) the normal retail hourly rental and instruction rates for any training received prior to dropping the course. The drop fee may be waived if the course is dropped within 3 days of the student's execution of an enrollment agreement.

Administrative, Facilities and Services Fee

Administrative, facilities and service fees included in an enrollment agreement are fully refundable if the student withdraws and terminates the program prior to the fourth calendar day of the program. These fees are non-refundable after that date.

Materials and Supplies



Physical items may be returned, shipping prepaid, within 10 days of the date the item was shipped or picked up from a campus location. Defective items will be replaced at no charge once we receive and inspect the item. Please contact a Chief Flight Instructor or Operations Supervisor for a Return Materials Authorization (RMA) prior to shipping.

Items returned for a refund must be in new, resalable condition, and still in the original packaging. If your return qualifies, your purchase amount will be refunded, less a 15% restocking fee.

Refund Checks/Funds Transfers

Within 30 days of your drop, cancellation, withdrawal or termination, Thrust Flight will issue a check or bank electronic funds transfer ("ACH") to the student (or the student's lender/third-party payor if applicable) for any refund amounts due. A form for designation of the receiving bank account will be emailed to the student once a refund amount has been calculated. Delays in returning this form with valid banking information will delay payment. Thrust Flight may elect to refund payments originally made via credit or debit card by issuing a refund via credit/debit card account credit when the refund occurs within 30 days of the date originally charged to a card.

Refunds to Third Party Payors

Refunds for any students financing their training through an approved Thrust Flight lending partner or the Veteran's Administration will be directed to the third-party payor up to the amount received by Thrust Flight from that source on behalf of the Student. The Student is encouraged to consult the financial aid office and their lender for advice and information concerning loan repayment.

Below is contact information for the third-party lenders/payors most commonly used by Thrust Flight students:

- Veterans' Administration: <https://www.va.gov> (800) 827-1000
- Sallie Mae: <https://www.salliemae.com> (800) 472-5543
- Climb Credit <https://climbcredit.com> (888) 510-0533

Photo / Video Release

Thrust Flight occasionally photographs or records students and staff during their course of study. As a condition of participation in training courses, students consent to Thrust Flight's use of these photographs, audio and/or video recordings, student writings, likeness, name or testimonials for any purpose. All such materials are forever the exclusive property of Thrust Flight, and the student agrees unconditionally to the use and distribution of these materials in any manner without compensation.

Technology Used in Aircraft

With the increase in technology and mobile devices within society it is good to have limits and boundaries so that the technology designed to help us does not become a liability. The following policies are designed to help ensure that technology is an aid to your learning and not a distraction.

Electronic Flight Bags (EFB)

EFBs are permitted for all operations, (i.e., ground, or flight) unless otherwise restricted by an instructor or examiner. Using applications such as ForeFlight or Garmin Pilot can be very helpful for charts, checklists, and situational awareness including secondary navigation in flight and on the ground. Devices may not be used for entertainment or any other non-essential activity by any front seat occupant of an aircraft during flight or ground



operations. Applications used for charts must remain up to date with the most current revisions downloaded and available for use. For teaching purposes, an instructor or examiner may prohibit or limit use of EFBs in some circumstances.

Video and Camera Equipment

Video and camera equipment may be used only during dual flights with instructor permission. Use of cameras or video recorders, including mobile phones, is prohibited during solo flight operations. Camera equipment may not be attached to the exterior of the aircraft unless approved by the director of maintenance or chief flight instructor. **ANY LIVE STREAMING TO SOCIAL MEDIA IS STRICTLY PROHIBITED! ANY AUDIO OR VIDEO RECORDINGS MADE ON THRUST FLIGHT PREMISES OR WHICH INCLUDE THRUST FLIGHT PERSONNEL OR EQUIPMENT MUST BE APPROVED BY THRUST FLIGHT PRIOR TO ANY PUBLICATION OR DISTRIBUTION TO ANY THIRD PARTY. Violation of this policy will lead to disciplinary action which may include suspension or termination due to lack of integrity.**

Mobile Phones

Mobile phones may be used as an EFB. Students are not permitted to listen to music, make telephone calls or text while at the controls of Thrust Flight aircraft. Mobile phones may be used in cases where urgent or emergency safety of flight communications are required.

Flight Data Monitoring

Thrust Flight uses software, the capabilities of avionics suites and other tools to record and monitor flight data. The flight data is used to ensure that flight training is conducted in a safe and efficient manner. When flight data shows that any flight exceeded limitations multiple times during a flight, the student and instructor will meet with the chief instructor and be directed to undergo remedial training at the recipient's expense. In cases where flight data shows that limitations or standards were violated, Thrust Flight reserves the right to pursue compensation for damages from students or staff who violated standards or exceeded limitations.

Tampering with flight data evidence or safety monitoring systems will result in immediate nonrefundable termination.

Confidentiality & Non-disparagement

Confidentiality

During your time as a student, you will receive and be exposed to certain confidential and proprietary information as provided by Thrust Flight. This includes all copyrighted materials, program agreements, handbooks, catalogs, curricula, training aids, student lists, employee lists, and Thrust Flight operating methods. Information published by third parties is not considered confidential, although it may be copyrighted by the publisher.

These confidential materials developed and utilized by Thrust Flight have taken many years and a great deal of effort and money to produce. As such, it is important to keep this information confidential and prevent its public dissemination. As a ZTA student, you agree to hold all such information in strict confidence and may only share this information, when necessary, with your attorney and personal financial advisors, provided these individuals agree to maintain the information in like strict confidence. Confidentiality must be maintained for five years following your completion or withdrawal from the ZTA program. You may share this information with the FAA or other governmental agency if required to do so under court order.



You may continue to use course materials and training aids for personal use provided these materials are not disclosed to third parties. Violations of this policy may make you subject to termination from the program, court injunction, and/or a lawsuit for monetary damages. This provision survives even after your enrollment period has ended.

Non-disparagement

By your participation in the Zero Time to Airline program, you agree to refrain from any speech, writing, or other activity, physical, electronic, verbal or otherwise, which might disparage, discredit or harm the reputation or goodwill of Thrust Flight or its employees, officers, or students from the date of enrollment and thereafter. Violations of this policy may make you subject to termination from the program, court injunction, and/or a lawsuit for monetary damages. This provision survives even after your enrollment period has ended.

Other Documents

In addition to this catalog, each student must sign and agree to the terms of the Thrust Flight Safety Practices and Procedures manual, the Zero Time to Airlines Enrollment Agreement, and the Thrust Flight Rental and Services Agreement. If there is any conflict between the contents of this handbook and the other documents, preference shall be given in this order:

- Rental and Services Agreement
- Zero Time to Airlines Enrollment Agreement
- Safety Practices and Procedures manual
- This Catalog.

There may also be other documents produced from time to time which will outline policies and procedures to be utilized during the program. These documents will be provided to students by their instructors or delivered via email from the operations manager(s). It is the student's responsibility to read and comply with any such communications.