**IMPORTANT!!! READ ALL!!!**

**SPRING 2021 FLIGHT LAB DEADLINES**

**THESE DEADLINES APPLY TO ALL FLIGHT LAB STUDENTS**

(PVT, IFR, COM, XC, MULTI, CFI, CFII, MEI, TAILWHEEL, ADV. TAILWHEEL)

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**January 17 – Spring 2021 Registration and Retention Deadline** – All remaining requirements must be met and all remaining documents must be submitted to FlightLab@mtsu.edu in order to remain eligible for a flight lab for the Spring 2021 semester. All students must have obtained their prerequisite pilot certificate or rating for their respective flight lab by the end of this day or they will lose their lab slot. Students must also be registered for the lab and all co-requisite courses by the end of this day or they will lose their lab slot. International Students must also have been granted “Final Approval” from the Alien Flight Student Program (AFSP) by the end of this day or they will lose their lab.

**January 22 – Flight Account Fully Funded** – All students must have their flight lab fees (full amount) deposited into their flight account by 4:30 pm on this day or have received a waiver from the Flight Operations Program Manager.

**January 25 and 26 – First Days of Spring Flight Labs** – All students will be required to attend one of the “First Day” meetings with the Chief Instructor (DO NOT SKIP ANY CLASS FOR THIS). Zoom meetings will be held at 9:00 a.m. and 1:00 p.m. on both days.

**NOTE:** All incomplete students must resume flight training as of the first day of the semester. Students will be held to the attendance policy and will be required to meet with their instructor accordingly until the FAA checkride is complete.

**January 31 – All Flight Lab Retention Requirements Met** – All requirements listed in the Flight Lab Guide must be met by the end of this day. This includes having presented your T.S.A. documentation and purchased your required materials.

**March 22 and 23 – Mid-Semester Meetings with Chief** – All students will be required to attend one of the “Mid-Semester” meetings with the Chief Instructor (DO NOT SKIP ANY CLASS FOR THIS). Zoom meetings will be held at 9:00 a.m. and 1:00 p.m. on both days.

**April 15 – Summer 2021 Flight Lab Request Forms Due** – Submit your form electronically no later than this date. Request forms can be accessed via a link on the MTSU Aerospace website. Be sure to fill out a separate application for each flight lab desired, ensure all instructions are followed and submit it electronically. You will get an automated response verifying receipt of the submission if all instructions are followed.

**NOTE:** Form MUST be submitted online to be considered. **NOTE:** Late applications may not be considered.

**April 21 – FAA Written Tests Due (First Attempt)** – Submit 2 photocopies of your test results to your flight instructor.

**NOTE:** You must submit your test results on or before this date, regardless of the score, or you will receive a grade of “F” for the course.

**April 22 – Summer 2021 Flight Lab Awards Announced** – Check your e-mail to see if you’ve been awarded a flight lab. Once you have been notified that you have received a lab, have registered for it via Pipeline, and have met all course prerequisites, you may have the option to begin flight training prior to the start of the Summer semester.

**NOTE:** Should your cumulative GPA drop below a 3.00 once grades post (or 2.50 if enrolled prior to Fall 2019) from the spring semester, you will lose your summer flight lab slot.

**April 28 – FAA Written Tests Due (Final Attempt) - Last Day of Spring Flight Labs** – If more than one attempt is required to pass an FAA written test, then those test results are due on this date. Submit 2 photocopies of your test results to your flight instructor.

**NOTE:** You must submit your test results on or before this date, indicating a passing score of 70 or better, or you will receive a grade of “F” for the course. If not passed, flight training will cease until all written test(s) is/are completed and the student re-enrolls in the course.

**April 29 – Incomplete Deadline** – If you are a prior semester incomplete, you must be checkride complete by this date or you will receive a grade of “F” for the course.

**May 6 – FAA Checkride Complete and Registered for Co-requisite Courses** – In order to receive priority for a Fall 2021 flight lab, students need to have their FAA checkride completed by the end of this day; be registered for AERO 2230 (if applicable); and not be taking a summer flight lab.

**May 9 – Spring 2021 Registration and Retention Deadline** – All students must have obtained their prerequisite pilot certificate or rating for their respective Spring flight labs by the end of this day or you will lose your lab slot. You must also be registered for the lab and all co-requisite courses by the end of this day or you will lose your lab slot. If you are an International Student, you must also have been granted “Final Approval” from the Alien Flight Student Program (AFSP) by the end of this day or you will lose your lab slot.

**May 9 – Spring 2021 Grades Due** – We will review Spring 2021 GPAs to verify retention eligibility for Summer 2021 flight labs.

**May 14 – Flight Account Fully Funded** – All students must have their summer flight lab fees (full amount) deposited into their flight account by 4:30 pm on this day or have received a waiver from the Flight Operations Program Manager.

**May 17 – First Day of Summer 2021 Flight Labs**

**NOTE:** All Spring 2021 incomplete students that resume flight training for the summer semester will be held to the attendance policy and will be required to meet with their instructor accordingly until their FAA checkride is complete.