

Diploma in Aviation 2010

**Faculty of Business and Computing
Te Manga Pākihi me te Rorohiko**

The Diploma in Aviation (Level 6) is a two year full-time programme that offers you stimulating studies and provides a pathway to a career as a pilot or other professional roles in the aviation industry.

The Diploma in Aviation programme combines Civil Aviation of New Zealand (CAA) approved Pilot Licences and Ratings with appropriate business and adult education courses. It is one of New Zealand's leading aviation programmes with a high practical focus and a built-in pilot internship. Students graduate with skills in aviation, business, instruction techniques and supervision that equip them to enter the rapidly changing and highly competitive field of aviation.

There is one entry point per year:

- February

You are welcome to make an appointment to discuss your study options with our staff and to view our facilities.

If you have any questions please feel free to contact us.

Wendy Nichol, School of Business Diploma Secretary,
Faculty of Business and Computing
Phone: (06) 974 8000, ext 5016
Email: wnichol@eit.ac.nz



Te Whare Takiura o Kahungunu

FUTURE PATHWAYS/EMPLOYMENT OPPORTUNITIES

The Diploma in Aviation is delivered by EIT Hawke's Bay in conjunction with Air Hawke's Bay Ltd, a full-time and professional pilot training division and a wholly owned subsidiary company of the Hawke's Bay and East Coast Aero Club Inc.

These two providers bring students the benefits of a quality tertiary institute and a respected operator in the aviation industry. Students have the best of both worlds - being immersed in their chosen industry at Hastings Aerodrome and being part of tertiary student life at EIT's Taradale campus.

Students completing the Diploma in Aviation programme will have obtained various New Zealand Civil Aviation Authority (CAA) approved and internationally recognised Pilot Licences, and a number of Ratings, including instructor and instrument ratings. In addition, students will have undertaken an internship that includes air transport operations, advance instruction and simulator time (in an approved Synthetic Flight Trainer). This, combined with studying relevant business courses, will prepare them for employment in aviation operations and aviation related industries. The academic programme is integrated with high hours of practical flying experience and thus provides a solid grounding in all technical and regulatory aspects of flying an aircraft.

A particular feature of this programme is the large number of practical hours, well beyond that provided in other similar programmes. The programme will also enable students to gain part of formal flying under instruction, flying for employment as well as flying for personal experience.

The programme has also been developed to prepare students for responsible positions in the aviation industry, including flying as a single-engine and multi-engine air transport pilot, pilot/staff instruction, airline operations and management, corporate aviation, as well as employment in airport management and government aviation operations.

The formal certificate awarded to graduates after satisfactorily completing the Diploma in Aviation will state that the Diploma in Aviation is awarded by the Eastern Institute of Technology in association with Air Hawke's Bay Ltd.

Upon graduation with appropriate Pilot Licence certification, students will be able to seek further employment opportunities as a pilot in:

- instruction
- specialist aviation activities(e.g. survey and photography, etc)
- tourism operations
- air charter
- link airlines
- national airlines
- corporate aviation
- international airlines

The programme will also prepare students for responsible positions in the civil aviation industry, including airline operations and management, corporate aviation, airport management and government aviation operations.

PROGRAMME SUMMARY

Qualification	Diploma in Aviation
Programme Level	Six
Length	Two Years
Study Options	Full-time
Total Number of Credits	321 credits

PROGRAMME LENGTH

The first year of the Diploma in Aviation commences on 8 February 2010 and concludes on 26 November 2010. Directly after the first year of study, students will also be required to undertake a 'summer school' programme, which will enable them to complete the practical experience required for the Category C Flight Instructor. In year two, students will be expected to apply their aviation licenses qualification within a work environment. This would predominantly involve instructing and further operational development.

Aviation classes are normally scheduled between 8am and 5pm, Monday through Friday, 8am - 12.30pm Saturday and there will also be a requirement for some night flying. During Year 2 students will be introduced to rosters that will require flying and instruction outside these hours. This is consistent with normal industry practice.

Timetables will be distributed to students who are accepted on to the programme.

N.B: Due to the nature of this programme holiday times may vary.

SEMESTER 1		SEMESTER 2	
PROGRAMME STARTS	Monday, 8 February	Lectures Start	Monday, 19 July
Easter Holiday	Friday, 2 April - Tuesday, 6 April	Mid-Semester Holidays	Monday, 27 September - Friday, 8 October
Mid-Semester Holidays	Monday, 5 April Friday, 16 April	Hawke's Bay Anniversary Day	Friday, 22 October
Queen's Birthday	Monday, 7 June	Labour Day	Monday, 25 October
Semester 1, Final Exam Dates	Monday, 14 June - Friday, 25 June	Semester 2, Final Exam Dates	Monday, 15 November - Friday, 26 November
Semester 1 Ends	Friday, 25 June	PROGRAMME ENDS	Friday, 26 November
Mid-Year Holidays	Monday, 29 June - Friday, 17 July	Air Hawke's Bay Summer School	Monday, 29 November to Saturday, 19 December 2010.
		Christmas Holidays	Sunday, 19 December to Sunday, 2 January 2011
		Air Hawke's Bay Summer School continues	Monday, 3 to Saturday, 15 January 2011

STUDENT WORK COMMITMENTS

Each course has a proportion of classroom tutorial lessons and individual study time. On average a student would be expected to do one - two hours of individual study for every classroom tutorial and lesson hour.

This programme of study includes holiday or study breaks during which there are no scheduled classes. These breaks usually align with school holidays, but this may not always be the case. Students may find it necessary to spend time during non-teaching weeks working on assignments and other study-related tasks set during the teaching weeks.

ENTRY REQUIREMENTS

For admission, applicants must meet the following criteria:

Applicants must:

- be at least 17 years of age **and**
- hold a current Class 1 Medical Certificate **and**
- have 12 credits or better at Level 2 NCEA in each of three subjects, including Maths, English and preferably a Science subject (or equivalent) or Private Pilot Licence (PPL) credits. A student who does not meet this standard will be required to pass a selection of Commercial Pilot Licence (CPL) theory courses before commencing any flying to demonstrate proof of success in academic study **and**
- demonstrate the ability to undertake the entire programme with a reasonable likelihood of success i.e. future employment within the aviation industry, by completion of a compulsory selection interview (*see below*) **and**
- be prepared to undergo a CAA/Aviation security check if they have any convictions.

Students will be required to undertake a selection process which will assess such things as: attitudes, regard for safety, quality systems, ability to observe and comply with regulations and rules, mechanical aptitudes and interest in, and motivation for, success in the aviation industry. A personal interview and satisfactory completion of assessment tasks are part of the application process.

Key Selection Criteria include:

1. A genuine interest in an aviation career (written statement).
2. At least one character reference.
3. Above average communication skills with emphasis on being a member of a team.
4. A positive and open attitude to learning.
5. Self-motivation and self-awareness.
6. Sound character and a person of sound judgment who is able to demonstrate clear decision making skills.
7. Responsibility, maturity and a disciplined attitude to learning and work.

English Language Entry Requirement

Students are required to have attained an acceptable level of English language fluency. This may be demonstrated in a variety of ways, including successful study in English, approved scores on TOEFL (550) or IELTS (6 Academic) tests, completion of accepted international equivalents, or completion of an EIT Hawke's Bay assessment.

Entry With Credit

You may already have some knowledge or skills that can be recognised as part of your intended study. This may take a number of different forms including study while at high school, study at a private training establishment, workplace training, other tertiary study, life experiences or voluntary work. If you think you may qualify, you may want to apply for Cross Credit or Recognition of Prior Learning.

- Cross Credit is based on the equivalency of courses or qualifications. You would apply for Cross Credit if you have passed a very similar course at the same level.
- Recognition of Prior Learning (RPL) is based on the assessment of your current knowledge and skills. You would apply for RPL if you had gained the relevant knowledge and skills through life experiences and/or informal learning situations.

You will be asked to provide details of anything that you would like considered as credit toward your intended programme of study, as part of your application.

You must apply prior to enrolment. RPL and Cross Credit cannot be awarded for a course if you are enrolled in that course. An original transcript or notice of results from the Institution at which you previously studied (or verified copies) will be required for all applications.

For further information please contact the Faculty of Business and Computing School of Business Diploma Secretary, phone (06) 974 8000, ext 5016.

Due to availability of resources and work experience opportunities, EIT and Air Hawke's Bay Ltd reserve the right to limit numbers accepted onto this programme.

INDUSTRY-BASED LEARNING

During your first year and Summer School you will complete approximately 290 practical hours. Additional practical flying hours, including Multi-Engine Instrument Rating, will be completed in the second year of study. You will also be involved in an internship requiring you to practise, under close supervision, your Category C Flight Instructor skills.

PROGRAMME INFORMATION

Students will initially study the theory and practical requirements of a Private Pilot Licence (PPL) and then the theory and practical requirements of an Instrument Rating and Commercial Pilot Licence (CPL). After completing these aviation licences students will then move through to completing the requirements of an Instructor Rating.

The following year, students will undertake courses of study to obtain Academy certifications, authorisations and approvals, as well as meeting CAA requirements in such areas as:

- Air Transport Approval
- Internship
- Instructor Supervisor Course
- Category C Night Instructor Rating
- Approved Synthetic Flight Trainer Instructor Ratings
- Multi-engine Rating (MER)
- Multi-engine Instrument Rating (MEIR)

A total of three business courses will also be completed in the second year.

There may be variation in the aviation programme total practical hours to allow for pending Civil Aviation Rule changes to Pilot Licences and Ratings, and to allow for the fluctuations in industry activity largely dictated by airline hiring and world events, such as terrorism and wars. Also Air Hawke's Bay Ltd commercial contracts that provide air transport flying hours for students may vary. The EIT Programme Co-ordinator is the sole arbitrator of the final qualifying hours of each student based on recorded student performance, Civil Aviation Rules, and the aviation industry environment.

Students who do not complete the required programme practical hours may be obliged to undertake necessary additional flying hours in their designated break time, including the Christmas vacation periods. Students who do not complete approved practical hours within the two year duration of this programme may seek to graduate in a subsequent year upon completing these requirements.

PROGRAMME STRUCTURE

A typical programme structure is as follows:

YEAR ONE:

Aviation

- Private Pilot Licence (PPL)
- Commercial Pilot Licence (CPL)
- Instrument Rating (IR)

YEAR TWO:

Aviation

Summer School (One course)

Aviation

- Category C Flight Instructor (“C” Cat)
Topics:
 - Adult Education Instructional Techniques

- Internship and Introduction to Air Transport
Topics:
 - Direct Instructor Supervision
 - C Cat Night Instructor Rating
 - Approved Synthetic Flight Trainer Instructor Rating
 - Air Transport Approval
 - Multi Engine Instrument Rating

Business Courses:

- Organisation and Management
- Fundamentals of Marketing
- Operations Management

COURSE DESCRIPTORS

AVIATION COURSES

In the following descriptions: *Pre requisites - courses which must be studied before*

Course No.	Brief Description	No. Credits	NZQA Level	Semester Offered
DAV 4.01	<p>PPL - Private Pilot Licence - Theory</p> <p>The course is designed to enable students to obtain the theory knowledge for Private Pilot Licence requirements by meeting the approved written examinations in aviation law, human factors, air navigation and flight planning, meteorology, aircraft technical knowledge, and flight radiotelephony. The course will introduce students to the theory and principles of flying and provide them with general knowledge to integrate with the practical components for a PPL.</p>	15	4	Not semesterised
DAV 4.02	<p>PPL - Private Pilot Licence - Practical</p> <p>The course is designed to introduce the students to the practical components of flying to enable students to obtain Private Pilot Licence by satisfactorily meeting the approved requirements for a flight test which includes, pre-flight checks and procedures, circuit procedures, aircraft take-off procedures, in-flight skills and competence, solo flying, cross country navigation flying, turns, climbing and descending, emergency flying procedures and recovery and circuit procedures.</p> <p>Integrating the delivery of DAV4.01 and DAV4.02 shall provide the student with the general theory knowledge and the practical skill requirements for a PPL flight test.</p>	15	4	Not semesterised
DAV 5.01	<p>CPL - Commercial Pilot Licence - Theory</p> <p>The course is designed to enable students to obtain the theory and principles for Commercial Pilot Licence requirements by meeting the approved written examinations in aviation law, human factors, air navigation and flight planning, meteorology, aircraft technical knowledge, and principles of flight and aircraft performance. The course will introduce students to the theory and principles of flying and provide them with general knowledge to integrate with the practical components for a CPL</p> <p>Pre requisite: DAV4.01</p>	45	5	Not semesterised
DAV 6.01	<p>CPL - Commercial Pilot Licence - Practical</p> <p>The course is designed to introduce the students to the practical components of flying to enable students to obtain Commercial Pilot Licence by satisfactorily meeting the approved requirements for a flight test which includes; night flying, instrument flying, in-flight skills and competence, dual and solo cross country navigation flying and CPL manoeuvre procedures. Students will need to demonstrate flying skills and competency appropriate for a commercial pilot as well as complete the prescribed flying hours experience to be eligible for a CPL flight test.</p> <p>Integrating the delivery of DAV5.01 and DAV5.02 shall provide the student with the general theory knowledge and the practical skill requirements for a CPL flight test.</p> <p>Pre requisite: DAV5.01 Co requisite: Cross Country Flight Test</p>	48	6	Not semesterised

DAV 5.02	Instrument Rating - Theory This course aims to enable students to demonstrate the theory knowledge of instruments and navigational aids for instrument flight. Students will be educated with the legislative and operational rules as applied to Instrument Flight Rules (IFR). Furthermore they will be provided with the knowledge to accurately plan flights under IFR and interpret navigation aid information to calculate aircraft flight and position status. Pre requisite: DAV4.01 and DAV4.02	31	5	Not semesterised
DAV 6.02	Instrument Rating - Practical This course aims to provide students with a professional level of competency to operate an aircraft under Instrument Flying Rules (IFR) environment. Students are to demonstrate the practical usage of flight instruments, radio propagation and visual landing aids and radio navigation aids for instrument flight. Pre requisite: DAV5.02	28	6	Not semesterised
DAV 6.03	Category C Flight Instructor Rating To prepare students to operate as flight instructors for students undertaking private pilot licence flying and theory courses. Students will be able to carry out pre-flight briefing instruction, in-flight instruction, and post-flight debriefing; teach principles of flight, aircraft performance, weight and balance and aircraft handling, teach use of meteorological documentation, cross country navigation techniques and use of flight manual, aircraft documents and CAA rules and Advisory Circulars. Pre requisite: DAV6.02	43	6	Summer School
DAV 6.04	Internship and Introduction to Air Operations This course is designed to enable students with a Category "C" instructors rating to commence their instructing under direct supervision which is a regulatory requirement. In addition the student will obtain a Category "C" night instructor rating and become an approved AT21 Simulator Instructor. Operationally, the student will build on their SPIFR experience and be introduced to Air Operations where they will gain a Multi Engine Type Rating together with a Multi Engine Instrument Rating endorsement. Pre requisite: DAV6.03	37	6	Not semesterised

Learning outcomes for aviation courses are governed by Aviation industry requirements. They are stated in the cross-referenced documents:

CAA Rules Cross Reference: <http://www.caa.govt.nz>

Aviation Services Ltd Cross Reference: <http://www.aviation.co.nz/Syllabi.htm>

BUSINESS COURSES

N.B. Courses are offered subject to sufficient numbers applying. For more information about course content or 'Assumed Prior Knowledge' please contact the secretary to make an appointment with the Programme Co-ordinator.

*In the following descriptions: **Assumed Prior Knowledge** - courses or equivalent knowledge and skills which must be gained before.*

Course No.	Brief Description	No. Credits	NZQA Level	Semester Offered
530	Organisation and Management To provide students with an understanding of the factors that influence management and the organisation.	20	5	1
541	Fundamentals of Marketing To provide students with a working knowledge of fundamental marketing concepts relevant to contemporary organisations.	20	5	1
632	Operations Management 1 To provide for the study of the management function in relation to the production of goods and services. 2 To expose students to the practical realities of operations management. 3 To gain an introductory understanding of operations' contribution to the overall management of the organisation. Assumed Prior Knowledge: NZDipBus course 530 Organisation and Management or the equivalent.	20	6	2

ASSESSMENTS

Rules regarding assessment can be found in the Programme Handbook.

ACCREDITATION

The Eastern Institute of Technology (EIT Hawke's Bay) is an accredited tertiary education provider under the provisions of the Education Act 1989.

Air Hawke's Bay Ltd is an accredited Private Training Establishment and registered for overseas students through the Hawke's Bay & East Coast Aero Club Inc.

APPROXIMATE FEES/COSTS

Please Note:

- All costs quoted include GST.
- These fees apply to NZ Citizens and NZ Permanent Residents only.

Year One \$61,280

Fees include:

- All classroom and flight instruction
- Practical and simulator hours
- Aviation course books and equipment e.g. navigation computer, maps, logbooks and aviation texts
- External agency fees to a maximum of \$7,202
- Initial subscription to Aviation Publication.

Year Two (Includes Summer School) \$30,866

Fees include:

- All classroom and flight instruction
- Practical flying and simulator hours
- Aviation course books
- External agency fees to \$1,470

Items not included in the fees:

- Subscription renewal/Publication update
- Business texts approximately \$85/course - booklists will be included with your Acceptance Letter
- Travel costs between Air Hawke's Bay Ltd and EIT campus
- Associated non-flying travel costs of the cross-country training
- Uniforms
- Medical issue or renewal (approximately \$450 issue and \$250 renewal)
- English Proficiency Test \$99 or \$246 if English is student's second language
- Upon completion of your Diploma studies, academic attire required for the Graduation Ceremony can be hired at the student's expense.

EIT Hawke's Bay expects student fees to be paid at least one week prior to the start of the programme.

STUDENT FINANCE

Student Loans and Allowances

Financial assistance for full-time and some part-time students is available through the Student Loan scheme. Some students may also be eligible for Student Allowances. Student Loans and Allowances are administered by Studylink, a service provided by the Ministry of Social Development. International students are not eligible to apply for Studylink Student Loans and Allowances. For more information and application forms please contact:

STUDYLINK on 0800 88 99 00 or online at www.studylink.govt.nz

Training Incentive Allowances

Students who have applied to the Department of Work and Income New Zealand for a Training Incentive Allowance must ensure fees are paid prior to the programme start date or we ask that a confirmation of fees letter be handed to the Enrolment Officers.

Scholarships and Grants

You may be eligible to apply for a wide variety of different funding options. Many scholarships or grants are available to new and returning EIT Hawke's Bay students. Each scholarship or grant lists different criteria, such as gender, age or previous experience. To find out more about what is available for you, please call the EIT Infoline on 0800 22 55 348 or visit our website www.eit.ac.nz.

APPLICATION PROCESS

Successful applicants will receive a letter of acceptance from the appropriate Faculty and will be asked to confirm their place on the programme. Please contact the Registry Manager on (06) 974 8000, ext 6026 if you wish to discuss enrolment fee payment arrangements.

Please refer to the chart over the page.

INTERNATIONAL STUDENTS

If you do not have permanent residency in New Zealand, there is a different application form, application process and a different fee structure applies. Please contact the International Section on telephone +64 6 974 8902 for the correct application form and for further information regarding fees.

DISCLAIMER

Information contained in this publication is correct at the time of printing, but may be subject to change. While all reasonable efforts will be made to ensure listed programmes/courses are offered and regulations are current, the Institute reserves the right to change content, or method of delivery, to withdraw any programme or course of study, or to impose limitations on enrolment should circumstances require this.

Some programmes/courses mentioned in EIT publications are offered subject to final approval and accreditation or to sufficient enrolments being received.

For the latest information visit our website at www.eit.ac.nz

ENROLMENT PROCESS FLOWCHART

