

AUSTRALIAN AEROSPACE TRAINING POLICY

Australian Aerospace (AA) is committed to providing first class training courses for our customers engineers. The training courses are conducted at our Training Centre on Bankstown Airport with the aid of computerised training programs. By arrangement special courses can be held at the operators site or at other locations.

General Information

At the time of enrollment all attendees will be required to ensure that payment arrangements have been completed.

A standard engineer course requires a minimum of 4 students and AA reserves the right to re-schedule or cancel courses that do not have the required minimum attendance. All training material will be provided but students are welcome to bring any equipment they feel is necessary.

Students will have access to the AA facility amenities and are required to dress in neat casual style. Students will be invited to tour the technical workshops during the training courses and are advised that safety style footwear is required for these visits.

No unaccompanied visits to the workshops or flight lines are permitted and the use of cameras is forbidden while on AA premises without express permission.

Standard hours of course attendance are from 08h 30 until 16h 30 each day with a lunch break from 12h 00 until 13h 00 and 15 minute coffee breaks at 10h 00 and 14h 30.

A map of the Bankstown Airport area and access to the airport and Australian Aerospace is posted for your information.

Cancellation Policy

Cancellations, postponements or deferrals will only be accepted in writing. Unless special circumstances apply, cancellations made within 5 to 10 days of course commencement will attract a 50% billing. Students who cancel within 5 days of course commencement or fail to attend will be billed at full rates.

In addition to the above, cancellation charges for any special and/or off-site courses will also include all costs incurred such as airfares, hotels etc.

Special Training Courses

Unless specifically agreed by AA, all travel and accommodation arrangements for away-from-base courses will be the responsibility of AA.

The costs of travel and other travel expenses will be billed to the customer, including any costs due to delays outside the control of AA.

Where training is provided at the customers site, the customer shall provide a suitable meeting room for the conduct of the class, plus necessary amenities. AA will provide all instructional equipment and training manuals.

Where courses are conducted at a customers base, the customer shall provide a complete helicopter of the subject type for use as a training aid.

General Conditions

AA does not provide basic engineer training and each student is expected to hold an A.M.E. or L.A.M.E. qualification to be accepted for training.

Training Certificates will be issued to students who have attended the entire course and have successfully passed the written examination.