

# Fellowship Aviation

## Student & Renter Policies, Guidelines & Training Standards

Effective Date: December 2025  
Applies to all Students and Renters



**Safety • Quality • Community & Fellowship**

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## Glossary of Terms

ACS – Airman Certification Standards

AGL – Above Ground Level

EFB – Electronic Flight Bag

FARs – Federal Aviation Regulations

FSP – Flight Schedule Pro

FTSP – Flight Training Security Program

Hobbs Time – Aircraft operating time recorded by the Hobbs meter

IFR – Instrument Flight Rules

PIC – Pilot in Command

TAA – Technically Advanced Aircraft

VFR – Visual Flight Rules

## **Chapter 1 – Training & Student Policies**

### **1.1 Training & Rental Philosophy**

These policies apply to all students and renters operating or training with Fellowship Aviation.

Fellowship Aviation operates under FAA Part 61 and is committed to providing professional, safe, and structured flight training while maintaining flexibility.

No minimum lesson frequency is required; however, consistent training improves proficiency.

All operations must comply with Federal Aviation Regulations (FARs), and manufacturers guidelines. The Pilot in Command (PIC) is responsible for certification, currency, endorsements, and medical compliance.

### **1.2 Scheduling, Attendance & School Authority**

All flights must be scheduled through Flight Schedule Pro (FSP).

A 24-hour cancellation policy applies. Cancellations with less than 24 hours' notice incur a \$50 fee unless due to weather or maintenance.

More than one unexcused no-show may result in loss of scheduling privileges.

Fellowship Aviation reserves the right to approve, delay, or cancel any flight at its discretion.

### **1.3 Weather Minimums & Go / No-Go Authority**

Weather minimums apply only to student solo flights.

Typical solo minimums:

Ceiling: 3,000 ft AGL

Visibility: 5 SM

Maximum wind: 15 kts

Maximum crosswind: 10 kts

Instructors retain final go/no-go authority. Students must adhere to written weather minimums. Instructors may adjust minimums with logbook endorsement.

### **1.4 Rating-Specific Training Requirements**

Students pursuing an Instrument Rating utilizing Fellowship Aviation aircraft are required to complete their training in one of Fellowship Aviation's Technically Advanced Aircraft (TAA).

## **1.5 Checkride Readiness**

Students must complete the approved syllabus, stage checks, and pass a mock oral and mock practical prior to recommendation.

## **Chapter 2 – Aircraft Rental & Operational Policies**

### **2.1 Aircraft Rental Eligibility, Currency & Limitations**

Renters must be approved, current, checked out, and have a payment method on file.

If no Fellowship Aviation aircraft has been flown in 180 days or no flight activity in 90 days, a checkout is required. Fellowship Aviation reserves the right to require additional checkout or recurrent training at any time based on proficiency or operational considerations.

Fellowship Aviation reserves the right to deny any rental based on pilot experience, demonstrated proficiency, aircraft status, operation considerations, or school discretion.

Renter's insurance is encouraged but not required.

Aircraft operations must be conducted within the capabilities of the aircraft and the demonstrated proficiency of the pilot. The PIC is solely responsible for determining if weather, wind, and runway conditions are suitable for safe operation. Fellowship Aviation does not authorize or approve flight operations based on weather conditions and does not assume responsibility for pilot decision-making.

Compliance with regulatory requirements or published aircraft data does not relieve the Pilot in Command of responsibility for safe decision-making and aircraft operation.

### **2.2 Geographic & Operational Limitations**

Aircraft may not be flown outside the United States without approval.

No operations beyond power-off glide distance over water without approval, excluding published coastal approaches.

### **2.3 Aircraft-Specific Rental Requirements**

Cessna 182 rental requires 10 hours in type, high-performance endorsement, and a minimum 1-hour checkout.

## **2.4 IFR Operations**

IFR rentals are permitted for instrument-rated and current pilots. An approach must be completed during checkout.

## **2.5 Prohibited Operations**

Aerobatics, unauthorized instruction, and grass or soft-field solo or rental flights are prohibited without approval.

## **2.6 Late Returns**

Negligent late returns may incur a minimum one-hour charge plus missed revenue. No penalty applies for weather or maintenance delays.

## **2.7 Aircraft Care & Conduct**

Aircraft must be returned clean, secured, and discrepancies reported.

# **Chapter 3 – Financial, Administrative & Program Policies**

## **3.1 Pricing, Fuel & Payment**

Pricing is available upon request.

Payment is due at the conclusion of each lesson or rental. A valid payment method must be on file.

If payment is not received within 48 hours of the conclusion of a lesson or rental, the payment method on file may be charged for the outstanding balance, which may include a service charge.

If an account carries an outstanding balance for more than 30 days, access to Fellowship Aviation service may be suspended until the balance is brought current. Fellowship Aviation also reserved the right to refer delinquent accounts to collections.

Wet rates include fuel up to the base airport fuel price. Off-base fuel is credited up to the base price.

Fellowship Aviation does not impose fuel surcharges.

All rates, fees, and policies are subject to change without prior notice.

### **3.2 Block Rate Programs**

Block rates are available with a signed agreement.

If training is not completed, a percentage of unused funds may be retained for administrative costs. If completed, remaining funds are returned.

Block rate funds are non-transferable unless otherwise agreed in writing.

### **3.3 Accelerated / Fast-Track Programs**

Accelerated Instrument and Commercial programs are offered under separate agreements.

### **3.4 Minor Students**

Guardian consent is required. The financially responsible party must maintain a payment method on file.

### **3.5 Policy Updates & Acknowledgment**

Policies may be updated as Fellowship Aviation grows. Acknowledgment of receipt is required.

## **Chapter 4 – Safety, Compliance & Conduct**

### **4.1 Training Materials, Equipment & Technology**

Training materials are provided.

Students must own a headset prior to first solo. Headset rental is available after solo at \$5 per hour.

Use of an Electronic Flight Bag (EFB) is required; ForeFlight is strongly recommended.

### **4.2 Instruction in Fellowship Aviation Aircraft**

Only approved Fellowship Aviation instructors may instruct in Fellowship Aviation aircraft.

### **4.3 Accidents, Incidents & Aircraft Damage**

Accidents and incidents must be reported promptly.

If determined to be at fault the PIC may be responsible for the applicable insurance deductible, in accordance with insurance requirements.

Negligent operation or poor judgment resulting in aircraft damage may require cost sharing, or the PIC may be held responsible for the cost of repairs in their entirety, regardless of whether the flight was conducted within regulatory or aircraft limitation.

#### 4.4 Guests on Training Flights

Guests are permitted only with instructor approval.

#### 4.5 Impairment & Safety

No operation is permitted while impaired by alcohol, drugs, medication, or illness.

#### 4.6 TSA / Identification Compliance

Compliance with TSA and FTSP requirements is mandatory.

#### 4.7 International Students & TSA Compliance

Fellowship Aviation welcomes international students and non-U.S. citizens seeking flight training and is committed to complying with all applicable Transportation Security Administration (TSA) and Flight Training Security Program (FTSP) requirements.

All non-U.S. citizens, including permanent residents, visa holders, and foreign nationals, must complete and receive TSA approval through the Flight Training Security Program **prior to beginning any flight training**, when required by regulation.

It is the responsibility of the student to:

- Provide accurate identification and citizenship documentation
- Complete the TSA/FTSP application process in a timely manner
- Pay all required TSA fees
- Maintain lawful immigration status throughout training

Fellowship Aviation will assist students in understanding the TSA/FTSP process but cannot initiate training until all required approvals have been received and verified.

Training may be limited to the aircraft category, class, and certificate level approved by TSA. Any changes in training scope may require additional TSA approval prior to continuation.

Fellowship Aviation does not provide visa sponsorship and does not offer legal advice regarding immigration status.

Training may be paused or suspended if TSA approval expires, is revoked, or requires renewal.

Failure to maintain TSA eligibility, lawful status, or required documentation may result in suspension or termination of training without refund of incurred costs.



#### **4.8 Photography, Video & Marketing Use**

Fellowship Aviation may capture photographs or video of students, renters, instructors, aircraft, and training activities during normal operations.

By participating in training or rental activities with Fellowship Aviation, students and renters grant permission for Fellowship Aviation to use such photographs or video for lawful business purposes, including but not limited to marketing, advertising, promotional materials, website content, and social media.

Fellowship Aviation will not intentionally use images or video in a manner that is misleading, unsafe, or disrespectful.

Students or renters with specific concerns regarding media use may contact Fellowship Aviation management to request reasonable accommodations when practicable.

#### **4.9 Communication & Open-Door Policy**

Fellowship Aviation maintains an open-door policy. Students and renters are encouraged to bring questions, concerns, or feedback directly to Fellowship Aviation staff or ownership at any time.