

SUBMIT APPLICATION FOR ADMISSION

- Application for Admission must be typed, printed, and signed.
- Photo Identification must be affixed to application.
- The following supporting documents must be received along with application:
 - Proof of Education (Copy of high school mark sheet or higher)
 - Copy of country equivalent pilot medical exam
 - India – DGCA Class II
 - For a complete listing of all DGCA Class II Medical Examiners, go to <http://dgca.nic.in/medical/class2-ind.htm>. You can also find complete details of the DGCA Medical standards on the same website by clicking the menu option titled, HANDBOOK ON MEDICAL ASSESSMENT OF CIVIL AVIATION CREW. Although it is not required, is RECOMMENDED that you also obtain your DGCA Class I Medical prior to coming to the US.)
 - Pakistan – DG CAA Class II
 - Copy of FAA 3RD Class Medical (To find an FAA Medical Examiner go to <http://ame.cami.jccbi.gov/search.asp> or www.flightphysical.com.
 - India
 - Dr. Sathish Kumar Puri is an official FAA AME located at 16th Road Khar, Mumbai, India and can be contacted at (91) 22-64-60403.)
 - Pakistan
 - Dr. Khalid M. Butt is an official FAA AME located at Hashmnais Hospital, JM 75 Jacob Lines, Karachi, Pakistan 74400 and can be contacted at 922 585 7687.
 - Dr. S G Kadir is an official FAA AME located at 86/1 13th St, Khayaban-E-Sehr Phase 6, DHA, Karachi, Pakistan 72500 and can be contacted at 922 158 7335.

- Dr. Saleem A Akhtar is an official FAA AME located at 430 Y Phase 3 L.C.C.H.S., Lahore, Pakistan and can be contacted at 924 289 3194.
- Copy of Student Pilot/Flight Certificates if student already holds a rating
- Proof of Financial Ability (A certified bank letter which states the equivalent in U.S. dollar funds that are available for training and living expenses or a bank sanction letter providing proof that an education loan as been approved.)
- Copy in Color of Passport (Photo must NOT be a copy of a copy; it should be a clear, legible color scan.)
- Signed Flight Academy of New Orleans Flight Training Agreement
- Background Check – Please consult with your Agent to see if this is a requirement.

The application along with all other supporting documentation should be scanned and submitted via email to our Admissions Director, Mrs. Krystal Hukmani, at info@877flynola.com.

WIRE TRANSFER THE NON-REFUNDABLE APPLICATION FEE OF \$500

- Application Fee Includes:
 - \$500 Immigration/I20 Fee
- Please Contact Us for Wiring Instructions

APPLICATION WILL NOT BE PROCESSED UNTIL RECEIPT OF APPLICATION FEE IS VERIFIED BY BANK.

ADMISSION REVIEW AND ACCEPTANCE

- Flight Academy is an equal opportunity school and admission is solely based on the following qualifications:
 - Applicant must be 18 years of age or older (Exceptions can be made if applicant will turn 18 prior to applying for his/her Commercial Pilots License.)
 - Education with 10+2 with Math & Physics preferred but not required.

- Proof English proficiency as identified in educational certificates.
- Proof of medical fitness as identified by an official FAA AME Medical Examiner and/or country approved Medical Physician.
- Proof of financial ability to pay for tuition and living expenses for the duration of the course as indicated by certified Bank Sanction Letter or a copy of financials from a certified Accountant.
- An official Letter of Acceptance or Denial will be issued upon completion of the Admissions Review. Should the review result in denial, the Letter of Denial will clearly state the reason for denial and appropriate steps can be taken for reconsideration.

Acceptance Packet

- Upon acceptance to Flight Academy, the following documents will be mailed to the student:
 - Official signed Letter of Acceptance
 - Official signed I20
- The applicant will receive the soft copies by email first. They use the soft copies to begin I-901, TSA, and VISA appointment processes.

I-901 PAYMENT PROCESS

- All M-1 students are required to pay the SEVIS I-901 Processing Fee upon receipt of their I20. To make payment and find out more information about this fee visit the SEVIS website at <https://www.fmjfee.com/i901fee/>.
 - FAQ's about the I-901 fee: <http://www.ice.gov/sevis/i901/>
 - I-901 Fee Assistance: fmjfee.SEVIS@dhs.gov 212-620-3418

TSA REGISTRATION PROCESS

- The United States Transportation and Security Administration requires that all M-1 students complete a security clearance for the following ratings: PPL, IR, and Multi-Engine Commercial Pilot. With each clearance, the TSA charges a \$130 fee. The fee for the first

- rating, PPL, is not collected as part of the Flight Training payment. The student prior to arrival in the US must pay it once FANO verifies that the applicant has completed the TSA application properly. The remaining TSA fees are included in the flight training payment. Extreme care must be taken with the TSA registration as slight imperfections can cause undesirable delays in clearance. Neither your Agent nor FANO is responsible for delays caused by TSA.
- After the student receives his/her Acceptance packet, he/she should establish their TSA account at www.flightschoolcandidates.gov. Choose the option Create New Student Account below the login area and follow the directions from there.
 - TSA requires a scanned copy of your passport. Be sure you have it available before initiating the request.
 - To request a clearance for the PPL, the course name is Initial, Course ID PPL101, aircraft type C-152, and estimated start is course commencement date listed on I20. This is a Category 3 request.
 - Once the training request is approved, TSA will request payment. The student should login and pay the PPL TSA fee of \$130. All remaining TSA fees are included in the package and will be paid by FANO to TSA when due.
 - The final phase of TSA registration is fingerprinting. FANO encourages each applicant to complete the fingerprinting before the candidate arrives in the US, as the TSA process is not within our control. It usually takes 7-10 days to complete; however, we've seen it take up to 2-3 weeks. FANO can arrange an appointment with an approved TSA Fingerprinting Agent upon arrival and the fingerprints will be mailed to TSA. The fingerprinting fee is \$24 and the shipping fee is approximately \$15. These fees are not included in the tuition and are payable at the student's expense. Allow approximately 7-10 business days for the initial security clearance once fingerprinting is completed. Applicants waiting for their clearance will begin their PPL Ground School classes, which last approximately two weeks.

HOW TO GET A VISA INTERVIEW APPOINTMENT

- Once the soft copy of the Acceptance Packet is received by email, applicants should begin scheduling their VISA Interview. A VISA appointment cannot be scheduled without an I20 and SEVIS Student ID (found in the top right-hand corner of the I20).
- STEP 1: Complete the DS-160 non-immigrant VISA application. Complete this form online at <https://ceac.state.gov/genniv/> . Print the one-page confirmation form (with legible barcode) to scan to Flight Academy and present to bank for STEP 2. For important information about completing the DS-160, go to http://karachi.usconsulate.gov/how_to_apply_ds_160.html . You will need
- STEP 2: Pay the **non-refundable** VISA Application fee (MRV) and Service Charge and obtain a Visa Fee Receipt from the designated bank.
 - **India**
 - Visa Application Fee = \$140 USD approximately Rs. 6,580/-
 - Payable by cash, a credit card capable of US dollar transactions, or demand draft made in favor of "US Embassy" according to the consular exchange rate.
 - Service Charge = Rs. 380/-
 - Payable by cash or demand draft to "HDFC Bank a/c VFS"
 - A list of HDFC Banks can be found on the US Consulate in India's website at www.vfs-usa.co.in.
 - The Visa Fee Receipt takes two working days for activation. An appointment cannot be scheduled until the receipt is activated. The receipt is valid for a VISA interview for up to one year from the date of purchase.
 - **Pakistan (Skip Step 3)**
 - Go to an American Express Bank Ltd. Travel Related Services office, a participating branch of American Express, or Speedex in Pakistan. For a list of all the offices, go to http://islamabad.usembassy.gov/pakistan/courier_services.html .

- Pay the \$140 application fee for M-1 Visa Services.
- Submit the following:
 - The one-page confirmation form (with legible barcode) from the DS-160;
 - A current photo* (within the last 6 months) measuring 2" x 2" with white background; and (*Please ensure your photo has not been retouched or altered, otherwise your photo will not be accepted.) Photo Requirements: http://travel.state.gov/visa/frvi/frvi_3882.html
 - A photocopy of applicant's passport valid for at least 6 months beyond the planned date of entry to the United States.
- American Express will schedule the appointment time. All applicants age 14 and older must appear in person for the visa interview.
- Successful applicants will receive their passport and visa at the American Express branch where they submitted their application. Other applicants will have their passports returned following the interview.
- STEP 3: Return to the website (www.vfs-usa.co.in) to Apply for a Non-Immigrant Visa appointment online. Select the APPLY FOR A NON-IMMIGRANT VISA option and follow the online directions. You must CREATE A NEW APPLICATION. You must have your DS-160 barcode and bank receipt to make an appointment.
 - Non-Immigrant Visa Unit in Pakistan for all non-business applicants:
 - U.S. Embassy Islamabad, Diplomatic Enclave, Ramna 5, Pakistan Phone: (+92-21) 208-2121
Website: http://islamabad.usembassy.gov/non-immigrant_visas.html
Email: paknivinfo@state.gov
 - U.S. Consulate Karachi, 8 Abdullah Haroon Road, Karachi, Pakistan Phone: (+92-21) 3520-4200
Website: http://karachi.usconsulate.gov/non-immigrant_visas.html

Email: not available

- There are four Consular Districts in India:
 - NEW DELHI includes the states of Delhi, Jammu and Kashmir, Punjab, Haryana, Himachal Pradesh, Rajasthan, Uttar Pradesh, Uttaranchal and Bhutan
 - US Embassy, New Delhi
Shantipath, Chanakyapuri
New Delhi 110 021
Tel: 011-2419-8000
Fax: 011-2419-8407
Email: nivnd@state.gov
Web: <http://newdelhi.usembassy.gov/>
 - CHENNAI includes the states of Tamil Nadu, Karnataka, Andhra Pradesh, Kerala and the Union Territories of Lakshadweep Islands and Pondicherry
 - American Consulate General, Chennai
No. 220 Anna Salai
Chennai 600 006
Tel: 91-044-2857-4242
Fax: 91-044-2811-2027
Email: chennainiv@state.gov
Web: <http://chennai.usconsulate.gov>
 - MUMBAI includes the states of Maharashtra, Goa, Chhattisgarh, Madhya Pradesh, Gujarat, Union Territories of Daman and Diu, Dadra and Nagar Haveli
 - American Consulate General, Mumbai
Lincoln House, 78 Bhulabhai Desai Road
Mumbai 400 026
Tel: 91-022-2363-3611 to 3618
Fax: 91-022-2363-0350
Email: mumbainiv@state.gov
Web: <http://mumbai.usconsulate.gov>
 - KOLKATA includes the states of West Bengal, Bihar, Jharkhand, Nagaland, Mizoram, Manipur, Tripura, Meghalaya, Orissa, Arunachal Pradesh, Sikkim, Assam

and the Union Territories of Andaman and Nicobar Islands

▫ American Consulate General, Kolkata

5/1 Ho Chi Minh Sarani

Kolkata 700 071

Tel: 91-033-3984-2400

Fax: 91-033-2282-2355

Email: ConsularKolkata@state.gov

Web: <http://kolkata.usconsulate.gov>

- It is mandatory that your interview get scheduled only at your current 'State of Residence' post. You cannot schedule an interview date with any of the four available Consulates.
- If VISA Guidance is needed in scheduling your appointment, please do not hesitate to contact us.
- STEP 4: Prepare the following documents for your interview:
 - Passport valid for at least six months after your proposed date of entry into the US and previously issued passports.
 - Visa Fee Receipt issued by country approved bank, and interview appointment letter.
 - SEVIS generated I20. DO NOT BRING A COPY. It must be the original I20 signed and approved by Flight Academy.
 - The DS-160 confirmation page with barcode.
 - The bank receipt for the Visa appointment fee.
 - VFS appointment letter.
 - I-901 Proof of Payment (SEVIS receipt)
 - Proof of TSA initiation
 - Proof of country specific medical or FAA medical
 - Evidence of financial resources: proof of liquid assets sufficient to pay for the entire first year of education and living expenses as well as proof of readily available funds to cover the remaining year(s) of studies. Bring the original bank sanction letter or certified copy of your financials from your accountant.
 - Copy of Letter of Acceptance issued by FANO.
 - Original Bachelor degree transcripts, high school diploma, and mark sheets.

- Any relevant test scores (TOEFL, SAT, GRE, GMAT, LSAT).
- One recent passport size photograph 50mm x 50mm (2"x2") with a white background (within the past six months)
- Proof of "strong ties" to your country. For example, your rental papers or property ownership papers. A letter from an airline willing to provide you with an interview upon return. Information about your spouse or family members that will help the consular determine that you will be returning to them. If you are employed and taking leave of absence to complete training, proof that your employer has issued you a temporary leave of absence but requires you return to work afterward.
- DO NOT BRING COPIES OF ANY REQUIRED DOCUMENTATION. ALL DOCUMENTS BROUGHT TO THE VISA INTERVIEW SHOULD BE IN THEIR ORIGINAL FORMAT WITH NO INDICATION THAT THEY HAVE BEEN MODIFIED OR FALSIFIED. THE CONSULATE WILL DENY YOUR VISA IF ALL REQUESTED DOCUMENTS ARE NOT BROUGHT TO THE INTERVIEW AND/OR IF THEY FEEL THE DOCUMENTS ARE NOT LEGITIMATE. YOU MAY WANT TO CHECK WITH YOUR LOCAL CONSULATE FOR ANY ADDITIONAL REQUIREMENTS.
- STEP 5: Know what to expect during your VISA Interview.
 - The primary determination of the visa consular is based upon establishment of "strong ties." Immigration law assumes that all non-immigrants are potential immigrants. Therefore, it is important to prove to the visa consular that he/she intends to return to their country. For an additional explanation, visit http://travel.state.gov/visa/frvi/denials/denials_1361.html .
 - Issuance of your visa is not determined by race or sex. US consulates have certain policies and procedures they must follow.
 - You only have 5-10 min. on average to make your case, so you should be prepared.
 - The officer may or may not look at your documents, they are trained to be able to judge the situation based on your verbal

interview. You should however prepare your file, in case you are asked for it.

- You should answer your questions honestly and concisely.
 - The immigration officers in the consulate conduct hundreds of interviews every month; they are very well trained professionals and they can determine with one to five questions the results of your case. They will be looking at your body language and listening to your tone of voice. Be confident and make eye contact.
 - You should also know the exact details of your training, the costs involved, where you will be staying and what type of aircraft you will be flying.
 - Know how much airline pilots make in your country and how the hiring requirements are different from the United States, and explain to the officer that it would be a lot easier for you to complete your training and get an airline job in your country instead of trying to get a pilot job in the US.
 - If this is a late career change, ensure you know the exact age requirements for most airlines in your country. Depending on the need for pilots, on average you should still have 20 plus years to enjoy a new career in aviation.
 - Remember, they are human just like you, so you need not be afraid or nervous around them, the worst that could happen is they say no., which is not the end of the world, you can always try again.
 - That you will come back to your country. You must establish "strong ties." For example, possessing a residence abroad that you have no intention of abandoning or having a job that you plan to return to proves "strong ties."
 - If you are taking a student loan to pay for your training against your family residence make sure you mention this to the officer so they know that you have to come back to pay the loan otherwise your family will suffer.
- STEP 6: Attend VISA Interview

VISA APPROVED, NOW WHAT?

- Notify FANO of VISA Approval by emailing the Director of Admissions, Krystal Hukmani, at info@877flynola.com.
- The Director of Admissions will advise a date for course commencement. The date indicated on the I20 is only an estimated time for program commencement. There are a number of other variables that must be considered once final VISA approval is received. IT IS NOT UP TO YOU TO DECIDE WHEN TO ARRIVE IN THE US.
- Arrangements should be made to wire transfer the required flight training payment as indicated in your Flight Training Agreement at a minimum of two weeks prior to your arrival.
- Travel arrangements should be made only after remitting payment and receiving confirmation from FANO Admissions that the payment has been received. Please forward an official scanned copy of the bank wire transfer receipt to the Director of Admissions.
- Once a travel itinerary has been confirmed, a scanned copy of the complete itinerary should be forwarded to the Director of Admissions so that proper arrangements can be made for airport pickup.

TRAVEL TO THE US: WHAT TO PACK AND WHAT TO EXPECT

- Please visit the following website for a thorough outline of what to expect upon entry into the United States:
http://www.ice.gov/sevis/factsheet/100104ent_stdnt_fs.htm.
- Carry with you the following Flight Academy Contact Information
 - Physical Address: 6101 Giuseppe Bellanca Street, Suite 200, New Orleans, LA 70126
 - Telephone: 1-877-359-6652 or 1-504-241-9131
- Contact us via our toll free number above or at 1-504-931-0522 once you've arrived in the US.
- LUGGAGE
 - YOU SHOULD HAND-CARRY YOUR IMPORTANT DOCUMENTS (Passport, I-94, etc). Do not check them with your baggage.
 - Apartments are fully furnished. Bed linens, towels, and all basic necessities are provided.

- You should plan to bring your personal hygiene items such as toothpaste and toothbrush, etc.
- It is not necessary to bring cooking utensils or other groceries. Your kitchen is furnished with all that is needed to prepare a meal. Food is not included; however, the grocery store is within walking/biking distance of your apartment.
- Hats, open-toe shoes, and shorts are not to be worn at school. Although you may want to pack these items to wear in the comfort of your apartment or on the days you do not attend school. You are expected to wear jeans or slacks with the school designated shirts. Our temperatures during the summer can reach up to 100 degrees Fahrenheit and during the winter as low as 30 degrees Fahrenheit. Please pack accordingly.
- Do not over pack your luggage or you might be charged excess baggage fees, or even worse, you may be advised to leave some of your luggage prior to boarding.

The majority of the information found in this document was obtained from the websites listed throughout. For additional information and clarification, please visit the websites and/or contact the Director of Admissions and/or email us at info@877flynola.com.