

STEP 1: 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 DGCA Class II Medical or country equivalent pilot medical exam (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.)
 - Copy of FAA 1st Class Medical (To find an FAA Medical Examiner go to www.cami.jccbi.gov or www.flightphysical.com. 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.)
 - Copy of Student Pilot/Flight Certificates
 - 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.)
 - Copy of Passport (Photo must NOT be a copy of a copy; it should be a clear, legible color scan.)
 - Signed Tuition Agreement
 - Signed Student Policies and Procedures Agreement
 - Signed Enrollment Agreement
- The application along with all other supporting documentation should be scanned and submitted via email to our Admissions Director, Ms. Krystal Ritter, at krystalmr@cox.net. Originals will be requested upon acceptance to Flight Academy.

STEP 2: WIRE TRANSFER THE NON-REFUNDABLE APPLICATION FEE OF \$548

- Application Fee Includes:
 - \$300 Immigration/I20 Fee
 - \$100 I-901 Processing Fee
 - \$130 PPL TSA Registration Fee
 - \$18 Wire Transfer/Bank Fee
- Wiring Instructions
 - Beneficiary Bank: Whitney National Bank
 - Beneficiary Bank Address: 228 St. Charles Avenue, New Orleans, LA 70130
 - SWIFT Code: WHITUS44
 - Beneficiary Name: Flight Academy of New Orleans
 - Beneficiary Address: 6001 Stars & Stripes Blvd, New Orleans, LA 70126
 - Beneficiary Routing#: 065000171
 - Beneficiary Account#: 717202380
- APPLICATION WILL NOT BE PROCESSED UNTIL RECEIPT OF APPLICATION FEE IS VERIFIED BY BANK.

STEP 3: ADMISSION REVIEW AND ACCEPTANCE PACKET

Admission Review/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 an official DGCA 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
 - Estimate of Tuition and Expenses
 - I-901 Payment Receipt (To find out more information about this fee, go to www.ice.gov.)
 - TSA Receipt & TSA Account Info (For more information about this fee, go to www.flightschoolcandidates.gov)

STEP 4: HOW TO GET A VISA INTERVIEW APPOINTMENT

- Once the Acceptance Packet is received applicants should schedule 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: Pay the non-refundable VISA Application fee (MRV) and Service Charge and obtain a Visa Fee Receipt from your local HDFC Bank.
 - Visa Application Fee = \$100 USD approximately Rs. 4,200/-
 - Payable by cash or demand draft to "US Embassy – Visa Fees"
 - Service Charge = Rs. 322/-
 - 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.

- STEP 2: 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.
 - There are four Consular Districts:
 - 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 not mandatory that your interview gets scheduled only at your current 'State of Residence' post. You can 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 3: Prepare the following documents for your interview:
 - Passport valid for at least six months after your proposed date of entry into the US.
 - Visa Fee Receipt issued by HDFC 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.
 - A completed application, Nonimmigrant Visa Applicant, Form DS-156, together with a Form DS-158. Both forms should be completed and signed.
 - I-901 Proof of Payment
 - 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 (1) 2X2 photograph (For a complete description of photograph requirements, go to http://www.travel.state.gov/visa/temp/info/info_1287.html).

- 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 4: Know what to expect during your VISA Interview.
 - 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 5: Attend VISA Interview

STEP 5: VISA APPROVED, NOW WHAT?

- Notify FANO of VISA Approval by emailing the Director of Admissions, Krystal Ritter, at krystalmr@cox.net.
- 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 full tuition payment 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.

STEP 6: 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: 6001 Stars & Stripes Blvd, 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, upon arrival we will take you to the International store and the local grocery store to stock your kitchen.
 - Hats, open-toe shoes, and shorts are not to be worn at school. Although you may want to pack these items to where in the comfort of your apartment or on the days you do not attend school. You are expected to where jeans or slacks with a nice shirt to school. 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.