**Course Description:**

Instruction in Visual Navigation in the National Airspace System. Topics include sectional chart, flight computers, plotters, and navigation logs. Qualifies as part of a program leading to Federal Aviation Administration certification.

**Text, References, and Supplies:**

2. FAR/AIM 2006 or latest edition
3. Private Pilot Practical Test Standards (latest edition)
4. Local Section Charts
5. E-6-B Computer (Electronic type optional)
6. Plotter
7. Other reference and supplies as assigned by the instructor

**Course Goals/Objectives:**

Upon successful completion of the course, the student will:

1. Plan and execute cross-country flights.
2. Make pre-flight plans using flight computers.
3. Explain airspace classification as it pertains to the National Airspace Systems.
4. Observe all safety procedures with a common sense approach and as posted.
5. Study the runway incursion challenge.

**Student Contributions and Class Policies:**

1. You are required to attend class regularly. Roll will be taken at each class meeting. Un-excused absences will not be tolerated. In case of unavoidable absences, you are expected to contact your instructor as soon as possible. The Instructor will evaluate each absence. He is particularly concerned with your progress in the course, your motivation and your understanding of the material which you missed.

BE SURE TO CONTACT YOUR INSTRUCTOR TO SCHEDULE MAKE-UP WITHIN ONE WEEK OF THE ABSENCES.

ALL READING ASSIGNMENTS TO BE COMPLETED PRIOR TO THE CLASS MEETING AND PRESENTATION OF THE SCHEDULED SUBJECT.
2. You are expected to arrive for class on time. Tardiness shows poor preparation and motivation. It is a gross discourtesy to the instructor and to the other members of the class to interrupt their instruction.

3. If you are going to be absent from an examination, arrangements should be made prior to the absence. Make-up exams will be given only when an excused absence necessitates. All make-up exams must be taken within one week after the original examination time. Under no circumstances will a make-up examination be given after papers are returned.

4. You will be counseled by your instructor for lack of attendance and informed of make-up policies. When the instructor feels that you are not keeping up with the class due to absence, he may recommend you withdraw from the course.

5. You must go through a formal procedure if you wish to drop a course. A student may withdraw from a course or from the College with a grade of W through the half-way point of any semester or summer term. After the half-way point of any semester, but no later then seven calendar days prior to final examinations, a student may withdraw from a course with a grade W. Procedures are outlined in the College Catalog. No withdrawal is official unless processed by the campus Registrar’s Office. Until that time, the student will remain on the class roll and may receive a final grade of F.

6. **All Cell Phones and Pagers must be turned off during class.**
   This information is distributed to all students in the Midland College Professional Pilot Program.

**Tardy:**

1. For each three (3) times tardy in excess of 5 minutes, the student will be assessed one (1) absence.

2. Each assessed absence will be required to be made up by the student according to the make-up policy.
SYLLABUS
AIRP 1301
Air Navigation
3 Credits

Absence:
1. Upon accumulation of three (3) absences or lesser amount of hours considered to jeopardize the student’s progress, an official warning will be mailed to the student.
2. If the student chooses not to respond to a warning by contacting the Instructor, it will be his/her responsibility to withdraw from the course. Failing to take any action will result in an F for the course.
3. All time missed by the student must be made up before a passing grade may be recorded.
4. Make-up procedures of all classroom material missed will be made up in the same subject area. All lab assignments missed will be made up in the same subject area.

Make-up Policy:
1. Punctual class attendance is required of all students registered at Midland College. No un-excused absence or “cuts” are allowed. Midland College, the Professional Pilot Program and the Federal Aviation Administration require that a student makeup all classes and laboratory work covered during his absence, even in cases where he is able to satisfy the instructor that the absence was unavoidable.
2. Each instructor will schedule ten (10) office hours per week during which time he will be available for student help and make-up work. The schedule will be posted on the office door of each instructor at the beginning of each semester. At the beginning of each semester, the instructor will pass out a schedule informing students of the date, time and place for making up work missed.
3. All make up work will be scheduled at a time other than regular class time. For instance, morning classes missed may be scheduled in the afternoon. Make-up work will be completed within one week after missed. Exceptions shall require the approval of the instructor of the Professional Pilot Program.
4. All make-up work will be made in the same subject area as the time missed whether it is lab or class time.
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3 Credits

Grades:
This system, with appropriate grade points, is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 and above</td>
</tr>
<tr>
<td>B</td>
<td>80 to 89</td>
</tr>
<tr>
<td>C</td>
<td>70 to 79</td>
</tr>
<tr>
<td>D</td>
<td>60 to 69</td>
</tr>
<tr>
<td>F</td>
<td>0 to 59</td>
</tr>
</tbody>
</table>

Lab grading:
- 80% For successful and prompt completion of project.
- 20% For proper use and availability of text and supplies.

A grade of C or above is passing for a particular course, but an overall average of B is required for completion of the program. Any course grade with D or F must be repeated. A passing grade must be achieved in all four areas before a grade can be given. **MESA REQUIRES NO MORE THAN TWO “C”s TO BE GRANTED AN INTERVIEW.**

Course Schedule:
Professional Pilot Program 1301
Grade:

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professionalism</td>
<td>10%</td>
</tr>
<tr>
<td>Lab/Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Stage tests</td>
<td>35%</td>
</tr>
<tr>
<td>Final</td>
<td>35%</td>
</tr>
</tbody>
</table>

If you get an 90 or better on two FAA practice exams, you will be signed off to take the FAA written exam. **One FAA practice exam must be within one week of the actual exam.**
MIDLAND COLLEGE
SYLLABUS
AIRP 1301
Air Navigation  3 Credits

Instructor Information:
Staff Room 160 TC
Office Phone: (432)
E-mail:
Office Hours: As Posted

Students are encouraged to contact the instructor at any time; however, making an appointment will guarantee the instructor’s availability at a specific time.

Technical Division Information:
Division Dean Curt Pervier 685-4677
Division Secretary Jennifer Constable 685-4676
Program Director L. C. Durham 685-4668
Program Coordinator Karen Harris 685-4799
Division Office: Room 143A TC
Phone: (432) 685-4676
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