I. **Course Description:**
This course is designed to provide the certificated Private Pilot with the bulk of the Pilot In Command flight experience required to qualify for the Commercial Pilot Practical test un the 14CFR 141 standards. The lessons covered will consist of material from the approved 141 Training Course Outline and training syllabus. The student will review airports, airspace, flight information, and meteorology, as well as airplane performance, VFR cross-country planning, and navigation. In addition, the student will gain a greater understanding of crew flight operations, aviation physiology, aeronautical decision making, and the FAR’s applicable to commercial pilot operations.

**Course Credit Justification:** AVSC “Commercial Pilot Single Engine Practicum” (2 credits). This course is typically taught two days per week for 240 minutes which includes 60 flight hours over 16 weeks. Students complete significant out of class readings and weekly exercises which equals 2 hours per training day of self-study and preparation.

II. **Intended Learning Outcomes/Goals/Objectives (Program/Student Learning Outcomes):**
The mission of the College of Education is to prepare competent, successful, caring, and enthusiastic professionals dedicated to responsible service, leadership, social justice and continued professional and intellectual development in an interconnected global society.

In the College of Education at Stephen F. Austin State University, we value and are committed to:
1. Academic excellence through critical, reflective and creative thinking
2. Life-long learning
3. Collaboration and shared decision making
4. Openness to new ideas, culturally diverse people and innovation and change
5. Integrity, responsibility, diligence, and ethical behavior, and
6. Service that enriches the community

This course relates to the College of Education’s Conceptual Framework (CF) and/or Vision, Mission, Goals, and Core Values (VMGV).

**Program Learning Outcomes:**
1. Complete Certificates and Ratings for a career as a professional pilot in the Aviation Industry
2. Meet eligibility requirements outlined in the Federal Aviation Regulations: 14CFR §61, 14CFR §141 and FAA Airman Certification Standards

**Student Learning Outcomes:**
Upon successful completion of this course, the student will:
1. Identify the various types of Airspace in the NCA.
2. Perform weight and balance problem solving and decision making as it applies to a commercial flight.
3. Demonstrate how to fill out and file a commercial flight plan.
4. Explain the various clearances required to enter the different types of airspace.
5. Perform effective calculations that balance fuel against payload.
6. Describe the proper use of the DECIDE model in Aeronautical Decision Making.
7. Obtain precise weather briefings.
8. Understand the FAA rules and regulations that pertain to commercial operations.
9. Understand and apply Cockpit Resource Management as part of a crew.

III. Lab Assignments, Activities, Instructional Strategies, Use of Technology:
1. Successfully complete Flight requirements in accordance with Federal Aviation Regulations and the TCO Stage Check Flight.
2. Complete the requirements in the Approved TCO regardless of completion under 14CFR §61 requirements or 14CFR §141
3. Students must complete a minimum of 25 contact flight hours (Flight and Ground)
4. Attendance: Students are expected to attend class regularly. Greater than 3 unexcused absences will result in a failing grade. Federal Guidance is used for minimum contact hours for each Airman Certificate or Rating course. These minimum contact hours cannot be achieved if more than 3 scheduled class sessions have been recorded as absent. Absences determined to be excused by the course instructor may be ‘made-up’ in a manner determined by the instructor.

IV. Evaluation & Assessments (Grading):
Students must successfully complete the Pilot In Command Flight Experience requirements in accordance with Federal Aviation Regulations and the TCO Stage 1 Stage Check Flight, complete the requirements in the Approved TCO regardless of completion under 14CFR §61 requirements or 14CFR §141 and complete a total of 22 contact flight hours.

This Flight Lab is graded on a PASS/FAIL basis determined by Flight Skill Lesson Completion Standards found in the TCO. In addition, attendance is used in the determination of the final grade.

Final grade will be determined by cumulative performance standards deviances as follows:
- Unable to meet Minimum Completion Standards during a Mandated/Graded Progress Check
- Unable to meet Minimum Knowledge Standards for the Stage Check Exam
- Unable to meet Minimum Skills Standards for the Stage Check Flight
- Failure to maintain Schedule Attendance policy (No-Show)

A Passing grade cannot be recorded if a student accumulates greater than 3 standards deviances.

Note: a Progress Check will become mandated and gradable when a Flight Skills Lesson has been unsuccessfully attempted three times.

Tentative Course Outline

<table>
<thead>
<tr>
<th>Unit</th>
<th>Week(s)</th>
<th>Topics/Content</th>
<th>Books &amp; Readings</th>
<th>Activities &amp; Assignments</th>
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<tbody>
<tr>
<td>1</td>
<td>1-6</td>
<td>Flight Skills Lessons 1-6</td>
<td>Airplane Flying Handbook</td>
<td>Progress Check 1</td>
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<td>2</td>
<td>7-12</td>
<td>Flight Skills Lessons 7</td>
<td>Pilot’s Handbook of A-K</td>
<td>PIC Cross Country Flight</td>
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<tr>
<td>3</td>
<td>13</td>
<td>Flight Skills Lesson 8</td>
<td>POH, AC90-66, FAR/AIM</td>
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<tr>
<td>4</td>
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<td>Night Cross Country Flight</td>
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<tr>
<td>Final</td>
<td>15</td>
<td>Stage Check One</td>
<td></td>
<td>Flight Performance Evaluation</td>
</tr>
</tbody>
</table>
V. Lab Textbook (Purchase required):
Federal Aviation Regulations/Aeronautical Information Manual (FAR/AIM)
Pilots Handbook of Aeronautical Knowledge (PHAK) – FAA-H-8083-25B
Commercial Pilot - Airplane Airman Certification Standards (ACS) – FAA-S-ACS-7A
FAA NACO Aviation Charts – Various VFR Sectional Charts
FAA NACO Chart Supplement – South Central USA Chart Supplement
Pilot’s Operating Handbook (POH) – Make/Model
Advisory Circular (AC) 90-66
Advisory Circular (AC) 90-23
Suitable General Aviation Communications Headset (Flight Lab students only)
Note: Text requirements must be current as of the first day of the enrolled course. Text materials that expire or become obsolete during the period of the course may be used through completion. Every attempt to advise students of significant changes will be made by the course Instructor.

VI. Course Evaluations:
Near the conclusion of each semester, students in the Perkins College of Education electronically evaluate courses taken within the PCOE. Evaluation data is used for a variety of important purposes including:
1. Course and program improvement, planning, and accreditation;
2. Instruction evaluation purposes; and
3. Making decisions on faculty tenure, promotion, pay, and retention.

As you evaluate this course, please be thoughtful, thorough, and accurate in completing the evaluation. Please know that the PCOE faculty is committed to excellence in teaching and continued improvement. Therefore, your response is critical!

In the Perkins College of Education, the course evaluation process has been simplified and is completed electronically through MySFA. Although the instructor will be able to view the names of students who complete the survey, all ratings and comments are confidential and anonymous, and will not be available to the instructor until after final grades are posted.

VIII. Student Ethics and Other Policy Information: Found at https://www.sfasu.edu/policies

Class Attendance and Excused Absence: Policy 6.7

Regular, punctual attendance, documented participation, and, if indicated in the syllabus, submission of completed assignments are expected at all classes, laboratories, and other activities for which the student is registered. Based on university policy, failure of students to adhere to these requirements shall influence the course grade, financial assistance, and/or enrollment status. The instructor shall maintain an accurate record of each student’s attendance and participation as well as note this information in required reports and in determining final grades. Students may be excused from attendance for reasons such as health, family emergencies, or student participation in approved university-sponsored events. However, students are responsible for notifying their instructors in advance, when possible, for excusable absences. Whether absences are excused or unexcused, a student is still responsible for all course content and assignments. Students with accepted excuses may be permitted to make up work for up to three weeks of absences during a semester or one week of a summer term, depending on the nature of the missed work. Make-up work must be completed as soon as possible after returning from an absence.
Academic Accommodation for Students with Disabilities: Policy 6.1 and 6.6

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 936-468-3004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to [http://www.sfasu.edu/disabilityservices/](http://www.sfasu.edu/disabilityservices/).

Student wishing to pursue the Aviation Courses and Flight Labs directly related to the award of a Federal Aviation Administration (FAA) Pilot Certificate or Rating must first obtain an appropriate FAA Medical Certificate through an FAA approved Aviation Medical Examiner. It is not lawful for Aviation Students to be awarded disability accommodations that are not acceptable by or, in conflict with the Federal Aviation Administration’s guidelines. Should a student have any disabilities that require such accommodations, it is the student’s sole responsibility to obtain an unrestricted Second Class Medical Certificate through the FAA’s Statement of Demonstrated Ability (SODA). Please refer to the FAA SODA Guidelines found at [https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/ame/guide/app_process/general/appeals/soda/](https://www.faa.gov/about/office_org/headquarters_offices/avs/offices/aam/ame/guide/app_process/general/appeals/soda/).

For information on how to obtain an FAA Medical Certificate and a list of AMEs please go to [https://www.faa.gov/licenses_certificates/medical_certification/get/](https://www.faa.gov/licenses_certificates/medical_certification/get/)

Student Academic Dishonesty: Policy 4.1

Abiding by university policy on academic integrity is a responsibility of all university faculty and students.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes, but is not limited to:
- using or attempting to use unauthorized materials on any class assignment or exam;
- falsifying or inventing of any information, including citations, on an assignment; and/or;
- helping or attempting to help another in an act of cheating or plagiarism.

Plagiarism is presenting the words or ideas of another person as if they were one’s own. Examples of plagiarism include, but are not limited to:
- submitting an assignment as one’s own work when it is at least partly the work of another person;
- submitting a work that has been purchased or otherwise obtained from the Internet or another source; and/or,
- incorporating the words or ideas of an author into one’s paper or presentation without giving the author credit.

Penalties for Academic Dishonesty
Penalties may include, but are not limited to reprimand, no credit for the assignment or exam, re-submission of the work, make-up exam, failure of the course, or expulsion from the university

Student Appeals
A student who wishes to appeal decisions related to academic dishonesty should follow procedures outlined in Academic Appeals by Students (6.3).

Withheld Grades: Policy 5.5

At the discretion of the instructor of record and with the approval of the academic unit head, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester.
in which they receive a WH, or the grade automatically becomes an F, except as allowed through policy
[i.e., Active Military Service (6.14)]. If students register for the same course in future semesters, the WH
will automatically become an F and will be counted as a repeated course for the purpose of computing
the grade point average

Student Code of Conduct: Policy 10.4

Disorderly conduct including but not limited to: (a) disruption or Interference of Students, faculty,
administration, staff, the educational mission, or routine operations of the University. (b) Commercial
solicitation on campus or with University resources without prior approval from University officials. (c)
Failure to comply with a reasonable and lawful request or directive of University Officials. (d) Facilitation
of Student misconduct including but not limited to assisting, conspiring, soliciting, or encouraging others
to engage in conduct which violates the Student Code of Conduct. More information on Student Code of
Conduct can be found at https://www.sfasu.edu/policies/student-code-of-conduct-10.4.pdf

The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom.
Students who do not attend class regularly or who perform poorly on class projects/exams may be
referred to the Early Alert Program at SFA.

SFA values students’ mental health and the role it plays in academic and overall student success. SFA
provides a variety of resources to support students’ mental health and wellness. Many of these resources
are free, and all of them are confidential.

On-campus Resources:
SFASU Counseling Services
www.sfasu.edu/counselingservices
3rd Floor Rusk Building
936-468-2401

SFASU Human Services Counseling Clinic
https://www.sfasu.edu/humanservices/clinics-labs/counseling-clinic
Human Services Room 202
936-468-1041

Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741X.

XI. Other Relevant Course Information:

Acceptable Student Behavior
Stephen F. Austin State University Aviation students are required to understand, acknowledge and abide
by the Flight Training Provider’s Code of Conduct policies. These policies focus on Safety First, Security,
Incident/Accident Prevention, Professional Conduct and, the use of illegal drugs and alcohol. SFASU
Aviation Students will be subject to drug and alcohol screenings as directed by the Chief Instructor Pilot.

Acceptable behavior also includes how you interact with your fellow students in class discussions, online
discussion forums, and any group work. Language used should always be professional. While you are
encouraged to share personal experiences as examples for synthesizing class information, it will never be
required of you to disclose information that makes you uncomfortable. When disagreeing with other students in the class, please be professional and refrain from profanity, personal attacks, and slurs.

Class participation
Class participation promotes a valuable learning environment, and is therefore encouraged and expected. Participation includes asking questions (for clarification or better understanding), discussing current or controversial issues related to course content, exploring applications of ideas or concepts, problem solving, and other exchanges of ideas. It is the student’s responsibility (and to his/her benefit) to read the material assigned in the class schedule prior to the assignment to be able to participate effectively in discussion postings and/or activities. Students are encouraged to collaborate with others in the class when studying and/or reviewing material via chat, student-created discussion board postings, in person, or other methods by which they will be successful.

Proof of Citizenship
Students enrolled in Flight Labs or Ground Courses associated with the pursuit of an Airman Certificate or Rating must provide proof of US Citizenship under Federal Law.
Valid Government Issued Photo ID or US Passport
US Born Birth Certificate or US Passport
Naturalization Certificate or US Passport