

## FLT Academy Application Information

Training Quarter	Training Start Month	Applications Open	Applications Close	Application Waitlist Opens	Application Waitlist Closed
Q1	January	Sunday, September 3, 2023	Saturday, September 16, 2023	Sunday, September 17, 2023	Tuesday, October 31, 2023
	February				
	March				
Q2	April	Monday, January 1, 2024	Monday, January 15, 2024	Tuesday, January 16, 2024	Wednesday, February 28, 2024
	May				
	June				
Q3	July	Monday, April 1, 2024	Monday, April 15, 2024	Tuesday, April 16, 2024	Friday, May 31, 2024
	August				
	September				
Q4	October	Monday, July 1, 2024	Monday, July 15, 2024	Tuesday, July 16, 2024	Saturday, August 31, 2024
	November				
	December				

Applications and Waitlists can only be submitted during the respective dates listed above

### Links to Quarterly Applications

- [Quarter One Application](#)
- [Quarter Two Application](#)
- [Quarter Three Application](#)
- [Quarter Four Application](#)

### Links to Quarterly Waitlists

- [Quarter One Waitlist](#)
- [Quarter Two Waitlist](#)
- [Quarter Three Waitlist](#)
- [Quarter Four Waitlist](#)

The following pages contain the application checklist as well as more information, addresses, and links on where and how you are able to obtain these items.

## Recommended Application Steps & Timeline

Prior to submitting your application to FLT Academy, it's important to ensure everything required has been obtained. However, some items require longer than others. The recommended timeline is listed below, and more information on each requirement can be found in the following pages.

1. **1-2 Months before applications open:**

Complete your FAA MedXpress application and schedule an appointment with an Aviation Medical Examiner for your First-Class Medical Assessment. Your FAA medical certificate is valid for one year after the date of your examination. Because there are a limited number of doctors qualified to perform this evaluation, it is not uncommon for there to be several weeks before the next available appointment. A valid First-Class Medical is required for enrollment into FLT Academy Career-Track Programs.

2. **One week before applications open:**

Submit your application for financing via Meritize and/or Skybound. You should receive an answer in regard to your financing application within a day or so, but the offer is only valid for a period of 30 days before you would need to re-submit an application.

Ensuring you're able to be approved for financing and at terms you're comfortable with is essential to pursuing flight training.

If you are not financing your training, you may skip this step.

3. **After you have submitted your application to FLT Academy:**

Obtain all other items required on the application checklist. Most people have immediate access to their proof of citizenship (passport or birth certificate) as well as their driver's license. The background check, drug test, and driving record can all be obtained in a few hours.

**NON-UTAH RESIDENTS:** you will need to obtain your background check and driving record from the state in which you are a legal resident. Please familiarize yourself with your state's procedures and timelines for these items. Some states require several weeks to process these requests, so be prepared to adjust your timeline accordingly. All application items are required by the date of your FLT Academy interview.

4. **Two weeks after FLT Academy applications opened:**

If your application is accepted, plan to participate in your FLT Academy interview. Interviews begin two weeks after the application period opens. Interview slots are available Mondays, Tuesdays, Thursdays, and Fridays from 9am-5pm. Please ensure you are available during an available appointment to complete your interview. Should your application be accepted, you will be sent a link which shows all available appointment times.

## FLT Academy Application Checklist<sup>1</sup>

More information on each of these items can be found in the following pages.

- Pre-Approval for financing (if you are financing) or cash pay**
- FAA Medical Certificate**
- Proof of Citizenship (Passport/Birth Certificate or Green Card)**
- Criminal Background History Report**
- Driving Record (MVR)**
- Drug Screening Test**
- Valid US Drivers License**
- If you have you have previous flight training, certificates and/or ratings, please also provide:***
  - Your current pilot certificate***
  - Copies of the last three pages of your most recent logbook***

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<sup>1</sup> Costs Associated with Application: There are costs associated with preparing and submitting your application, including expenses for items such as a medical certificate, background check, drug test, driving record, and other related documentation.

No Guarantee of Acceptance: Submission of an application does not guarantee acceptance into FLT Academy. Admission decisions are based on various factors, and there is no assurance of admission.

No Refund for Application Costs: If you are not accepted into FLT Academy, there will be no reimbursement or refund provided for the costs of application items.

All items listed above must be brought to your program interview or onboarding

Your space in an upcoming FLT Academy training class cannot be guaranteed, held, or otherwise reserved until all application items listed above have been provided to FLT Academy, interview/onboarding has been completed, and training agreement has been signed

## Financing Pre-Approval

If you have not done so already, please navigate to one of our lending partners and request financing which covers your estimated training cost. If you have not received a training estimate, [please let us know](#).

- **Career-Track Students** are eligible to apply for financing through [Meritize](#) or [Skybound](#).
- **It is important to note Meritize will not finance students who are not enrolled in a Career-Track Program.** Students seeking only a private pilot certificate and/or instrument rating for non-commercial purposes must apply for financing through [Skybound](#), [FLT Financial Services](#), or seek outside funding through their bank or credit union.

**Once pre-approved, student applicants must first interview *and* be accepted to FLT Academy before being able to accept the final loan offer from their chosen lender.**

## Cash Pay Requirements<sup>2</sup>

Students paying cash out-of-pocket for their training are required to meet the payment options below:

- **Career-Track Students:** Must be able to provide a lump-sum payment for the entire estimated cost of training *or* meet the payment schedule below:
  - 35% of the estimated cost of training to be paid within 30 days of student signing their training agreement or at no point later than the start of training, whichever comes first.
  - 35% of the estimated cost of training to be paid after the achievement of the first pilot rating.
  - 30% of the estimated cost of training to be paid after the achievement of the second pilot rating
- **Single Rating Students:** Must be able to provide payment for the entire estimated cost of training within 30 days of signing their training agreement.

### **All payments must be made via Cashier's Check or Wire Transfer<sup>3</sup>**

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<sup>2</sup> All initial payments must be made within 30 days of Student signing their training agreement, or at no point later than the start of their training, whichever comes first.

<sup>3</sup> Payments made by means other than cashier's check/wire transfer are subject to a fee (currently 3%)

## FAA Medical Certificate

The type of medical certificate you are required to obtain can vary based on what type of flight training you are pursuing. FLT Academy requires students to obtain *and* maintain the medical certificate required to exercise the privileges of the training being sought in adherence to [§FAR 61.23](#).

**THE NAME AND ADDRESS ON YOUR MEDICAL APPLICATION/CERTIFICATE MUST MATCH THE NAME AND ADDRESS ON YOUR DRIVERS LICENSE.**

**YOUR DRIVERS LICENSE/FAA MEDICAL CERTIFICATE MUST BE ACCURATE/UPDATED WITH YOUR FULL LEGAL NAME AND CURRENT LEGAL ADDRESS.**

- **Career-Track Program** students are required to obtain a *First Class Medical Certificate*.
- **Commercial SEL/MEL** single rating add-on students are required to obtain a *Second Class Medical Certificate*.
- **Private Pilot and/or instrument pilot** students are required to obtain a *Third Class Medical Certificate*.

Because there are only a handful of doctors certified to perform this evaluation in the area, it is recommended to schedule this as soon as possible as appointments are usually booked several weeks in advance.<sup>4</sup>

To find an Aviation Medical Examiner in your area, please use the [FAA Designee Locator Search](#). Under *Designee Types* select “AME”, then choose “Location Search”. We recommend searching first by state to see all available AME’s, then filtering by city. Make sure to check the box for “First Class AME”.

You will need to fill out the [FAA MedXpress Application](#) before your medical appointment.

There are some [medical conditions](#) and/or [prescribed medications](#) that can disqualify you from obtaining a Medical Certificate. If you believe this could apply to you, [click here for more information on Special Issuances](#).

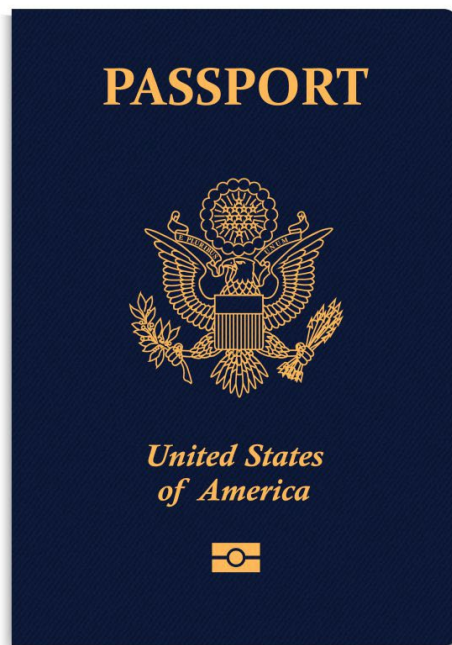
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<sup>4</sup> Some AME’s are no longer accepting new patients. You may need to call several offices to find an examiner who can assist you.

## Proof of Citizenship

The items below can be used to satisfy the proof of citizenship requirements:

- A valid, un-expired US Passport
- A copy of your Birth Certificate
- Green Card
  - If you are not a US citizen, you will need to create a profile and complete the [TSA Flight Training Security Program \(FTSP\)](#).





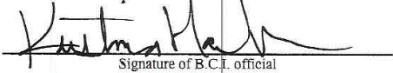
## Criminal Background History Report

Your background check must be obtained from the state in which you are a legal resident.

- Some states can take several weeks to administer a background check and make the results available. At minimum, your background check must be name-based and certified by you Date of Birth.

Utah residents can obtain their Criminal History Report in-person, same-day from the [Utah BCI](#) office.


[4315 South 2700 West, Suite 1300, Taylorsville UT, 84129](#)

 State of Utah SPENCER J. COX <i>Governor</i> DIEDRE M. HENDERSON <i>Lieutenant Governor</i>	Department of Public Safety JESS L. ANDERSON <i>Commissioner</i>  <b>Criminal History Report</b>	Receipt No: <span style="background-color: black; color: black;">[REDACTED]</span>
This is an official Utah Criminal History Report for the following person:		
Name: <span style="background-color: black; color: black;">[REDACTED]</span>		Date of Birth: <span style="background-color: black; color: black;">[REDACTED]</span>
Other Names Used: _____		
Other Dates of Birth Used: _____ No other birth dates exist.		
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>NO CRIMINAL RECORD FOUND</b> </div>		
This report reflects the criminal history as of: <span style="background-color: black; color: black;">[REDACTED]</span>		
The Bureau of Criminal Identification did not find a match for this individual in the Utah Criminal History database.		
The database was searched by name only.		
This is a report of search results from the Utah Criminal History file only. It does not preclude the existence of juvenile arrests, arrests in other states, or arrests not reported to the Bureau of Criminal Identification.		
This report is not valid without the official seal of the State of Utah embossed in the box to the right.		
I hereby certify that the information contained in this document is true and correct.		
 Signature of B.C.I. official		
3888 West 5400 South, Salt Lake City, UT 84129 • Telephone (801) 965-4445 • Fax (801) 969-7065 • www.bci.utah.gov		

## Driving Record (MVR)

Must be obtained from the state in which you are a legal resident.

Utah residents can obtain their driving record online via the [Utah DMV website](#).

	<b>State of Utah</b> DEPARTMENT OF PUBLIC SAFETY - DRIVER LICENSE DIVISION Christopher Caras - Director - Driver License Record -	12/14/2022
LICENSE: [REDACTED] CLASS: D      TYPE: ORI NAME: [REDACTED] ZIP: [REDACTED] DOB: [REDACTED]      LICENSE EXPIRATION EXEMPTION: ORIGINAL ISSUE DATE: [REDACTED] LICENSE STATUS: VALID/LIC ISSUE DATE: [REDACTED]      EXPIRATION: [REDACTED] COMM STATUS:      ENDRS: NO ENDORSEMENTS	UTAH - DRIVER LICENSE RECORD	12/14/2022
**** NO CITATIONS ON RECORD ****  **** NO ARRESTS ON RECORD ****  *** NO DEPARTMENT ACTIONS ON RECORD ***  ***** END OF RECORD *****		
Further distribution or disclosure of this record is controlled by State and Federal Law.		
Page: 1		
<small>P.O. Box 144501 - Salt Lake City, Utah 84114-4501 - (801) 965-4437</small> <span style="float: right;"><small>Location: 1</small></span>		



## Drug Screening Test

FLT Academy is proud to be partnered with Fastest Labs, a national drug testing facility. Student applicants in Utah are required to take their pre-acceptance drug screen at one of their facilities listed below. Our partnership allows expedited testing and results, as well as a discount on the test itself.

Student applicants who reside in areas where a Fastest Labs facility is not within a reasonable commutable distance can request a testing facility exemption. If an exemption is requested, please provide your current home address in the request. If an exemption is granted, instructions will be sent to the student applicant. [Request Exemption Here](#).

Student applicant walk-ins are available at the locations below:

### Fastest Labs of Draper

9551 S 700 E  
Suite 100  
Sandy, UT 84070

### Fastest Labs of Lindon

181 N 290 W  
Lindon, UT 84042.

**If you are completing your test at a Fastest Labs facility other than the ones listed above, you will need to call (385) 323-7932 to verify your discounted testing rate and complete payment at the time of your test.**

*Disclaimer: Please note that students applicants are under no obligation to take this drug screen. However, it is important to acknowledge that providing a negative sample is a requirement for program admittance. Therefore, by submitting your sample for testing, you, as a student applicant, agree to the following terms:*

1. *Release of Results: By submitting your sample, you give consent for a copy of your drug screen results to be sent to the program enrollment officer at FLT Academy. These results will be used for the purpose of evaluating your eligibility for admission to the program.*
2. *Exclusion from Training Offer: Failure to provide a negative drug screen result or any failure to provide results at all will result in your exclusion from a training offer with FLT Academy*
3. *Non-Negative Result: In the event that a non-negative result is determined from your drug screen, you, as the student applicant, will be solely responsible for the cost of lab testing and verification. FLT Academy will not bear any financial responsibility in this regard.*
4. *Verification Process: Until your sample has been verified by the lab in the case of a non-negative result, FLT Academy will not extend a training offer to you as the student applicant.*

*By submitting your testing sample to Fastest Labs, you acknowledge that you have read, understood, and agreed to the terms outlined above. It is essential that you comply with the drug screening requirements to be considered for admission to FLT Academy.*