



MALAYSIAN FLYING ACADEMY

PROFESSIONAL FLIGHT TRAINING • MALACCA • MALAYSIA

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2011

**SEASON
PROSPECTUS**

Prospectus, Application & Enrolment Form as of Thursday, March 3rd, 2011
(Always check our website at www.mfa.edu.my for our most recent Prospectus)
Representations herein subject to a final duly executed and stamped contract

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ASSISTANT FLYING INSTRUCTOR RATING COURSE (AFI)

INTRODUCTION

The **Malaysian Flying Academy (MFA)** is a Malaysian pioneer in professional pilot training that has been in continuous operation since 1987 and envisions its primary role in the education and training of professional pilots for major airlines and other regular public air transport operators. **MFA** is an internationally recognised International Civil Aviation Organisation (ICAO) listed fully approved and accredited advanced tertiary institution by the Department of Civil Aviation, Malaysia (DCA).

MFA has successfully trained cadet pilots for Malaysian Airlines System, AirAsia, Singapore Airlines, Silk Air, Jetstar Airways and Air Mauritius as well as air regiments from Polis DiRaja Malaysia. Thus far, cadet pilots who have successfully graduated from **MFA** come from as far afield as Australia, Portugal, France, Mauritius, Maldives, Hungary, Finland, Japan, Iraq, Iran, Libya, India, Indonesia, Sri Lanka, Taiwan, Thailand, Hong Kong, Singapore, United Arab Emirates, Uganda, Oman, Yemen and of course Malaysia.

MFA aims to fully prepare a cadet pilot for a flying career in the commercial aviation industry. A course graduate from **MFA** will be a professional pilot equipped with the level of aviation knowledge and accompanying aeronautical skill and ratings appropriate to the graduate's licence and rating ready to be inducted into a major world airline's narrow body fleet.

LOCATION

Malacca, Malaysia - **MFA** is situated immediately adjacent to the Malacca International Airport (**WMKM**) in the coastal and historical state of Malacca. It is located within Malacca's state capital itself and is approximately 7 kilometres away from the city centre. Malacca is a state which is rich in its diverse cultural heritage and in its history. It is also the birthplace of the modern Malaysian nation of today.

CAMPUS ADDRESS AND CONTACT DETAILS

Whilst our headquarters is in the Malaysian capital of Kuala Lumpur, the **MFA** Principal's office and the campus address are in Malacca, Malaysia. Any and all enquiries pertaining to this course are to be directed to the Campus Enquiry Desk at the following contact details. You will also find below the contact details for the Department of Civil Aviation, Malaysia below whose formal written approval is required before undertaking a course at **MFA**:-

| Malaysian Flying Academy Sendirian Berhad | Director General, Department of Civil Aviation, Malaysia |
|---|---|
| Campus Address, No. 13617-1 Off Lapangan Terbang Batu Berendam 75350 Malacca, Malaysia Telephone ▶ 606 317 4026 ; 606 317 4834 Facsimile ▶ 606 317 4362 Website ▶ www.mfa.edu.my Email ▶ enquiries@mfa.edu.my | No. 27, Persiaran Perdana Level 1-4, Podium Block, Precinct 4 62618 Putrajaya, Malaysia Telephone ▶ 603 8871 4000 Facsimile ▶ 603 8871 4331 Website ▶ www.dca.gov.my Email ▶ yahaya@dca.gov.my |

AFI COURSE PARTICULARS

The Assistant Flying Instructor Rating course detailed herein is geared specifically to and is crafted in accordance with the specifications as is presently required by the Department of Civil Aviation, Malaysia. It is an AFI course geared towards the standards and completion of the Department of Civil Aviation, Malaysia examinations.

If you are an overseas student interested in pursuing an AFI course specifically tailored for your country's own civil aviation authorities' or airlines' requirements, kindly contact our Principal for further details and arrangements.

COURSE SCHEDULE

Tentative course commencement dates for batch intakes for this course for the year 2011 are as particularised in the **Preliminary Application for Enrolment Form**. Cadet pilot applicants are **advised** to make enquiries and submit their respective applications early as such tentative course commencement dates may be brought forward or pushed ahead by three (3) months or foregone altogether depending on batch intake volume, number of additional block courses contracted by airlines sponsors and at **MFA**'s sole discretion.

Kindly note that **MFA** reserves the right at its absolute discretion to accept or reject the said applications. Once all initial fees have been settled and all requisite documents have been furnished, cadet pilots armed with and having duly executed the formal Letter of Enrolment from **MFA** alluded to below are required to present themselves and to personally report to the Principal at the **MFA** campus by 1000 hours on the course commencement date. Additional courses may be scheduled if contracted in volume as and when required strictly subject to **MFA's** sole discretion. All necessities including course payments and a duly executed contract must be settled at least thirty (30) days prior to the intended course commencement date.

ENTRY PROCEDURE

The initial step of the entry procedure is the completion of the **Preliminary Application for Enrolment Form** hereunder and its submission to **Malaysian Flying Academy Sendirian Berhad**, Campus Address, No. 13617-1, Off Lapangan Terbang Batu Berendam, 75350 Malacca, Malaysia along with all the required enclosures. For overseas cadet pilots, pre-visa assessment at a Malaysian embassy may be required. Visa processing will only commence upon MFA's receipt of all initial fees.

Receipt of a successful application will be acknowledged by a formal Letter of Enrolment; if required, the visa process will also commence simultaneously for overseas cadet pilots. **MFA's** Letter of Enrolment will specify further conditions and provide further details for such applicants and enclose the final contract documentations which will be required to be duly executed by the applicants within fourteen (14) days of their receipt of the same. Unsuccessful applicants will have their cheques/bank drafts duly returned to them within fourteen (14) working days.

Minimum entry requirements, not meant to be exhaustive, are as follows:-

- ▶ Letter of approval from the Department of Civil Aviation, Malaysia; this is secured by the cadet pilot communicating their interest in the applicable course, their requisite medical certificate and their existing and valid CPL/IR and qualifications to DCA at the address given above;
- ▶ An existing and valid Commercial Pilot's Licence with Instrument Rating from any country recognised by ICAO;
- ▶ 150 hours of Pilot-In-Command (PIC);
- ▶ Pass medical examination to Airlines Transport Pilot's Licence standard (Class I or II) with requisite certificate from a DCA approved medical practitioner, prospective cadet pilots are advised to contact DCA directly for an up-to-date list of such medical practitioners or they may browse through our **online FAQ** at **MFA's** website for the same; and
- ▶ Exceptional competence in the English Language

COURSE DURATION

The course duration is ten (10) weeks to meet the continuity requirement of an effective flight training and academic program.

ENROLMENT AND RESERVATION FEE AND THE BALANCE OF THE COURSE FEES

Cadet pilots are required to pay a non-refundable Enrolment and Reservation Fee of **Ringgit Malaysia Four Thousand (RM4,000.00) Only** as well as the balance of the course fees of **Ringgit Malaysia Twenty Four Thousand Nine Hundred Sixty (RM24,960.00) Only** upon their receipt of a formal Letter of Enrolment from **MFA** at least thirty (30) days prior to the intended course commencement date.

GROUND TRAINING

Ground Training covers tuition and lectures on aviation theory subjects for AFI standards such as but not meant to be exhaustive:-

- ▶ Basic Aerodynamics
- ▶ Flight Rules and Procedures
- ▶ Aviation Law
- ▶ Navigation, Meteorology, Instruments and Radio Aids
- ▶ Airframe & Engines
- ▶ Instructional Techniques
- ▶ Flight Briefings

FLIGHT TRAINING

Flight Training consists of 30 hours dual and mutual Single Engine Plane (SE) flying which is to be conducted at the Malacca International Airport and/or any other airport/airfield within Malaysia at **MFA's** sole discretion.

OVERFLYING CHARGES AND EXTRA TUITION CHARGES

Extra flying hours and ground lectures due to a cadet pilot's non-achievement of standards, may be given, if and when required; provided always that such extra costs will be borne by the cadet pilot or his/her sponsor immediately upon presentation of such invoices.

GRADUATION DOCUMENTS AND FINAL SETTLEMENT

Cadet pilot accounts, inclusive of all interim accounts due to overflying, if any, as alluded to immediately above, must be in order prior to MFA's completion and submission of the Graduation Documentation to the Department of Civil Aviation, Malaysia.

CAMPUS ACCOMMODATION INCLUSIVE OF COMPLIMENTARY MEALS

Campus accommodation may be arranged for cadet pilots on a week to week basis at the rate of RM250.00 per week per cadet pilot subject to availability and at MFA's sole discretion which includes complimentary (*non-refundable if not availed of) breakfast, lunch, tea and dinner at the MFA Campus Cafeteria during weekdays save for Saturdays, Sundays and MFA Campus Holidays. Campus accommodation is the ideal form of accommodation as all necessary facilities are provided for and it dispenses with daily transportation expenditure.

INSURANCE COVERAGE

MFA provides a third party indemnity insurance cover for the cadet pilot whilst on actual flight training commencing from the date of signing the contract. Cadet pilots are nevertheless advised to seek their own personal accident insurance coverage.

DISCIPLINE IMPORTANT

Cadet pilots are actively encouraged to develop and cultivate a professional attitude and self discipline as these are essential qualities of a responsible pilot and airline captain. On arrival, cadet pilots are given guidelines by the Principal on expected behaviour. **Training may be suspended or even indefinitely terminated at any phase of the course for inability to meet the academic standards or flying skills or for breach of discipline.** Note that excessive medical certificates beyond five (5) days during the course may very well cause the cadet pilot to be automatically deemed as medically unfit and hence unable to meet the academic standards or flying skills required and mentioned immediately above. The Academy requires the cadet pilots to put in a **minimum of a 95% ground lecture attendance**; failing which the cadet pilot may be inter alia back phased at the sole discretion of the Academy. In particular, failure to attend when programmed to fly without valid and concrete reasons will result in the cost of the programmed flight being debited to the cadet pilot's and/or his/her sponsor's account.

WORKING SCHEDULE

The normal working hours for the cadet pilots are from 0800 hours to 1700 hours Mondays to Fridays. Howsoever, MFA may operate six (6) days a week. When necessary to make up for delays in the training program due to weather conditions or other factors, cadet pilots will be scheduled for training outside the normal working period.

COURSE FEES AND PRELIMINARY APPLICATION FOR ENROLMENT FORM

The course fees in **Ringgit Malaysia** are presented further below. Cadet pilot applicants are advised to confirm on whether there has been any variance in the said course fees **since the date of this Prospectus, Application & Enrolment Form** with MFA's campus address prior to filling out and submitting the said **Preliminary Application for Enrolment Form**.

AVIATION FUEL PRICE VARIANCE THROUGHOUT THE DURATION OF THE COURSE IMPORTANT

The course fees **pertaining to flight training** in Ringgit Malaysia presented below are truncated into both dry and wet cost. Whilst the dry cost is static, the wet cost is indicative and pegged to the aviation fuel price ** as on **Thursday, March 3rd, 2011** as provided and delivered ex-stock to the MFA Campus by Petronas Dagangan Berhad.

The current formula for Single Engine Flying is tagged to 40 litres per hour consumed.

Any decrease in the current aviation fuel price throughout the duration of the course will be credited to the cadet pilot's and/or his/her sponsor's account with the same being duly refunded free of interest at the end of the course upon MFA's formal clearance to DCA for the issuance of the requisite course licence and ratings.

Any increase in the current aviation fuel price throughout the duration of the course will be debited to the cadet pilot's and/or his/her sponsor's account and the same will be periodically invoiced throughout the duration of the course which invoices are to be immediately settled within fourteen (14) days for the cadet pilot's uninterrupted training as well as prior to MFA's formal clearance to DCA for the issuance of the requisite course licence and ratings.

**COURSE FEES SCHEDULE FOR 2011 SEASON APPLICANTS FOR AN
ASSISTANT FLYING INSTRUCTOR RATING COURSE (AFI)**

| 1.0.0. FLIGHT AND GROUND TRAINING (10 WEEKS) | | RINGGIT MALAYSIA |
|---|---|-------------------------|
| 1.1.1. | Dry Cost – Flight Training on Single Engine - 30 hours @RM542.00 per hour | **RM16,260.00 |
| 1.1.2. | Wet Cost – Flight Training on Single Engine- 30 hours @ RM240.00 per hour** ** Pegged to rate of Ringgit Malaysia Six (RM6.00) Only per AVGAS litre | **RM7,200.00 |
| 1.2. | Ground Training | RM5,500.00 |
| | Aggregate Total for Flight and Ground Training (10 weeks) | RM28,960.00 |
| 2.0.0. MISCELLANEOUS EXPENSES (FOR INFORMATION ONLY) | | RINGGIT MALAYSIA |
| 2.1. | Licensing Fees to DCA, Malaysia via Postal Order | * RM150.00 |
| | • Subject to the prevailing rates of the Department of Civil Aviation, Malaysia at precise time of payment | |
| 2.2. | Malaysia Airports Sendirian Berhad Passes via Cash | *RM15.00 |
| | • Subject to the prevailing rates of Malaysia Airports Sendirian Berhad at precise time of payment | |
| | Aggregate Total for Miscellaneous Expenses | RM165.00 |
| | Note • Cadet pilots are to pay the examination fees a singular (1) week in advance via MFA for speedy processing or better still, cadet pilots are encouraged to go directly to DCA for registration and payment with the requisite confirmation letter from the Chief Ground Instructor. | |
| 3.0.0. PAYMENT TERMS | | |
| 3.1 | Cadet pilots are required to pay a non-refundable Enrolment and Reservation Fee of Ringgit Malaysia Four Thousand (RM4,000) Only upon the formal acceptance and registration of the Preliminary Application for Enrolment Form by MFA and thirty (30) days prior to the course commencement date . Unsuccessful applicants will however have their cheques/bank drafts duly returned to them within fourteen (14) working days; and | |
| 3.2 | The balance of the course fees amounting to Ringgit Malaysia Twenty Four Thousand Nine Hundred Sixty (RM24,960.00) Only will be required to be settled thirty (30) days prior to the Course commencement date . | |
| | Note • Non payment by due dates will adversely affect the training schedule of the cadet pilot who, along with his or her sponsor, may very well be liable for financial penalties if rescheduling is required by MFA or it may ultimately lead to termination of training as per the contract. | |

PRELIMINARY APPLICATION FOR ENROLMENT INTO MFA'S ASSISTANT FLYING INSTRUCTOR RATING COURSE (AFI)

Kindly read through and fill in this application form clearly and thoroughly. Applicants are further advised to make and retain a copy of this form and its enclosed documents as well as a copy of their cheque or bank draft for their own records prior to delivering the originals to the Malaysian Flying Academy.

We / I fully understand and accept the above in toto and do hereby forward the non-refundable amount of **Ringgit Malaysia Four Thousand (RM4,000.00) Only** in the form of a **Cheque/ Bank Draft No: _____** addressed to **Malaysian Flying Academy Sendirian Berhad, Campus Address, No. 13617-1, Off Lapangan Terbang Batu Berendam, 75350 Malacca, Malaysia** to enrol and reserve a position for an **Assistant Flying Instructor Rating Course (AFI) as approved by the Department of Civil Aviation, Malaysia**. Kindly confirm receipt of the same and provide us/ me with guidance for the same through the formalities. In the event that my application is approved, kindly provide me with the necessary contract documentation for my execution within fourteen (14) working days of your receipt of this application. Should my application be rejected for any reason, I understand that my enclosed cheque/ bank draft will be returned to me within fourteen (14) working days of your formal rejection of this application.

CHECKLIST OF DOCUMENTATIONS REQUIRED TO BE ENCLOSED ALONG WITH THIS APPLICATION FORM

- Certified true copies of applicant's CPL/IR Ratings and qualifications;
- Twelve (12) passport sized non-returnable colour photographs;
- Readable and certified true copy of passport for non-Malaysian citizens or MyKad (both sides) for citizens of Malaysia;
- Applicant's original Malaysian Class I or II Medical Certificate from a DCA approved medical practitioner; prospective cadet pilots are advised to contact DCA directly for an up-to-date list of such medical practitioners or they may browse through our **online FAQ** at **MFA's** website for the same;
- Non-refundable Cheque or Bank Draft in the amount of **Ringgit Malaysia Four Thousand (RM4,000.00) Only** addressed to **Malaysian Flying Academy Sendirian Berhad, Campus Address, No. 13617-1, Off Lapangan Terbang Batu Berendam, 75350 Malacca, Malaysia** to enrol and reserve a position for AFI Course as approved by the Department of Civil Aviation, Malaysia;
- IMPORTANT** Letter of approval from the Department of Civil Aviation, Malaysia for an AFI course which you may secure by communicating your interest, requisite medical certificate and your existing and valid CPL/IR and qualifications to DCA at the address given above; and
- IMPORTANT** Certified proof of 150 hours as Pilot-In-Command.

PREFERRED COURSE COMMENCEMENT DATE ►

Kindly contact our Campus Enquiry Desk at 606 317 4026 for further particulars

CADET PILOT APPLICANT PARTICULARS

Kindly print legibly and clearly in capital letters

CADET PILOT APPLICANT SPONSOR PARTICULARS

ignore if self-sponsored

Name ► _____

Address ► _____

Telephone ► _____ Facsimile ► _____

Email ► _____

Nationality ► _____ Male Female

MyKad Number (Passport Number for non-Malaysian citizens) ► _____

Date of Birth ► _____

Date ► _____

Always Sign On Most Recent Enrolment Form Available At www.mfa.edu.my

Signature ► _____

Name ► _____

Address ► _____

Telephone ► _____ Facsimile ► _____

Email ► _____

Nationality ► _____ Male Female

MyKad Number (Passport Number for non-Malaysian citizens) ► _____

Relationship to Applicant ► _____

Date ► _____

Always Sign On Most Recent Enrolment Form Available At www.mfa.edu.my

Signature ► _____

FOR OFFICE USAGE ONLY ●●● FOR OFFICE USAGE ONLY ●●● FOR OFFICE USAGE ONLY ●●● FOR OFFICE USAGE ONLY

Document Approved ►

Application Date Commencement ►

Reference Number Receipt Number ►

Authorised Signature ►

