



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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FROZEN AIRLINE TRANSPORT PILOT'S LICENCE COURSE (ATPL) FOR CPL HOLDERS ONLY

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 a field 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	No. 27, Persiaran Perdana Level 1-4, Podium Block, Precinct 4 62618 Putrajaya, Malaysia
Telephone ▶ 606 317 4026 ; 606 317 4834	Telephone ▶ 603 8871 4000
Facsimile ▶ 606 317 4362	Facsimile ▶ 603 8871 4331
Website ▶ www.mfa.edu.my	Website ▶ www.dca.gov.my
Email ▶ enquiries@mfa.edu.my	Email ▶ yahaya@dca.gov.my

FROZEN ATPL COURSE PARTICULARS

The Frozen Airline Transport Pilot's Licence course is only available to **an existing Commercial Pilot Licence Holder**.

The course detailed herein is a full time course geared specifically to and crafted in accordance with the specifications as is presently required by the Department of Civil Aviation, Malaysia. It is a Frozen ATPL course geared towards the standards and completion of the Joint Aviation Authority (JAA) examinations.

If you are an overseas student interested in pursuing a Frozen ATPL course specifically tailored for your country's own civil aviation authorities' or airline' 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 block courses for airlines sponsors 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 applications 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, requisite medical certificate and qualifications to DCA at the address given above;
- ▶ An existing Commercial Pilot's Licence with Instrument Rating (CPL/IR) from any country recognised by ICAO;
- ▶ Pass medical examination to Airlines Transport Pilot's Licence standard (Class I) 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 as described below.

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 Two Thousand (RM2,000.00) Only** as well as the balance of the course fees of **Ringgit Malaysia Ten Thousand Eight Hundred (RM10,800) 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 320 hours of tuition and lectures on aviation theory subjects for Frozen ATPL standards such as but not meant to be exhaustive:-

Radio Navigation
Instrumentation

Flight Planning and Monitoring
IFR Communication

Performance
Mass and Balance

EXTRA TUITION CHARGES

Extra 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, 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.

DISCIPLINE IMPORTANT

Cadet pilots are 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 for breach of discipline.**

Cadet pilot attendance for ground training is of paramount consequence. The Academy requires the cadet pilots to put in a **minimum of a 95% training attendance**; failing which the cadet pilot may be inter alia back phased at the sole discretion of the Academy.

WORKING SCHEDULE

The normal working hours for the cadet pilots are from 0800 hours to 1700 hours Mondays to Fridays. However, **MFA** may operate six (6) days a week. When necessary to make up for delays in the training program due to extenuating circumstances, cadet pilots will be scheduled for lessons 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**.

COURSE FEES SCHEDULE FOR 2011 SEASON APPLICANTS FOR A FROZEN AIRLINE TRANSPORT PILOT'S LICENCE COURSE (ATPL)		
1.0.	GROUND TRAINING (10 WEEKS)	RINGGIT MALAYSIA
1.1.1.	Ground Training – 320 hours @ RM40.00 per hour	RM12,800.00
2.0.	MISCELLANEOUS EXPENSES (FOR INFORMATION ONLY)	RINGGIT MALAYSIA
2.1.	Examination Fees – estimated • Subject to the prevailing rates of the Joint Aviation Authority and the prevailing foreign exchange rate as well as the prevailing rates of the Department of Civil Aviation, Malaysia at precise time of payment	• RM2,670.00
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.	PAYMENT TERMS	
3.1.	Cadet pilots are required to pay a non-refundable Enrolment and Reservation Fee of Ringgit Malaysia Two Thousand (RM2,000.00) 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 Ten Thousand Eight Hundred (RM10,800.00) 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 as per the contract.		

PRELIMINARY APPLICATION FOR ENROLMENT INTO MFA'S FROZEN AIRLINE TRANSPORT PILOT'S LICENCE COURSE (ATPL)

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 Two Thousand (RM2,000.00) 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 a **Frozen Airline Transport Pilot's Licence Course (ATPL) 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 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 Two Thousand (RM2,000.00) 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 a Frozen ATPL Course as approved by the Department of Civil Aviation, Malaysia; and
- IMPORTANT** Letter of approval from the Department of Civil Aviation, Malaysia for a Frozen ATPL course which you may secure by communicating your interest, requisite medical certificate and CPL/IR ratings and qualifications to DCA at the address given above.

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 ►

