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# SPRING 2025 FLIGHT LAB DEADLINES

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## **January 12 – Spring 2025 Registration and Retention Deadline**

- All remaining requirements and documents must be submitted to [FlightLab@mtsu.edu](mailto:FlightLab@mtsu.edu) to retain flight lab by the end of this day, or the student will lose lab.
- All students must obtain any prerequisite pilot certificate or rating for their respective flight lab by the end of this day or they will lose their lab.
- Students must also be registered for the lab and all co-requisite courses by the end of this day or they will lose their lab slot.
- International students in labs that require TSA approval must be granted “Determination of Eligibility” from the Flight Training Security Program (FTSP) by the end of this day or they will lose their lab slot.

## **January 17 – Flight Account Fully Funded**

- All students must have all flight lab fees deposited into their flight account by 4:30pm on this day or have received a waiver from [FlightLab@mtsu.edu](mailto:FlightLab@mtsu.edu).

## **January 21 – First Day of Spring 2025 Flight Labs**

- All Fall 2024 incomplete students must resume training as of this date. Students will be held to the spring attendance policy and will be required to meet with their instructor accordingly until FAA checkride is complete.

## **January 22 –Spring Semester Launch**

- All students and instructors will be required to attend the Spring Semester Launch. Please do not skip any class for this. The meeting will be held in the LRC 221 from 6pm to 8pm.

## **January 28 – First Week Requirements Deadline**

- All requirements listed in the *Flight Lab Guide* must be met by the end of this day. This includes presenting TSA documentation to your flight instructor, completing first-day paperwork, and purchasing your required materials.

## **February 15 – Summer 2025 Flight Lab Request Forms Open**

### **March 19 – Mid-Semester Student Briefing**

- All students will be required to attend the Mid-Semester Student Briefing. Please do not skip any class for this. The meeting will be held in the LRC 221 from 6pm to 8pm.

### **March 19 – Plane English Mid-Semester Deadline**

- Stages 1 and 2 of the Plane English modules must be completed by 11:59 pm on this day for all newly enrolled Private and Instrument students. The student will receive an absence for each stage not completed.

### **April 15 – Summer 2025 Flight Lab Request Forms Due**

- Submit your form electronically no later than this date. Request forms can be accessed via a link on the MTSU Aerospace website.
- All files must be submitted in JPEG or PDF format.
- Be sure to follow all instructions carefully; Late applications may be considered after all eligible and on-time submissions.
- Students will receive an automated response verifying receipt but are strongly encouraged to save a copy for future reference.

### **April 23 – Plane English Semester End Deadline**

- Stages 3 and 4 of the Plane English modules must be completed by 11:59 pm on this day for all newly enrolled Private and Instrument students. The student will receive an absence for each stage not completed. All previously incomplete stages must also be completed by this date.

### **April 25 – Summer 2025 Flight Labs Awards Announced**

- Students will be notified by email of their lab award status
- Read carefully and complete any necessary steps before the deadlines noted in the award email. Not completing the necessary steps outlined in the award email may result in your awarded lab being rescinded.

### **April 30 – Last Day of Spring 2025 Flight Labs**

- If you are a prior semester incomplete student, you must have completed your checkride by this date or you will receive an “F” for the course.
- Checkrides may not be scheduled for prior incomplete students after this date.

### **May 11 – Spring 2025 Grades Due**

- We will begin evaluating your GPA to see if you qualify for a Summer 2025 flight lab

### **May 12 – Summer 2025 Registration and Retention Deadline**

- All remaining requirements and documents must be submitted to [FlightLab@mtsu.edu](mailto:FlightLab@mtsu.edu) in order to retain flight lab by the end of this day or they will lose their lab.
- All students are required to obtain any prerequisite pilot certificate or rating for their respective flight lab by the end of this day or they will lose their lab.
- Students must also be registered for the lab and all co-requisite courses by the end of this day or they will lose their lab slot.
- International students in labs that require TSA approval must be granted “Determination of Eligibility” from the Flight Training Security Program (FTSP) by the end of this day or they will lose their lab slot.

### **May 16– Flight Account Fully Funded**

- All students must have all flight lab fees deposited into their flight account by 4:30pm on this day or have received a waiver from [FlightLab@mtsu.edu](mailto:FlightLab@mtsu.edu).

### **May 19 – First Day of Summer 2025 Flight Labs**

- All Spring 2025 incomplete students who resume training for the summer semester will be held to the attendance policy and will be required to meet with their instructor accordingly until FAA checkride is complete.

### **May 20 –Summer Semester Launch**

- All students and instructors will be required to attend the Summer Semester Launch. Please do not skip any class for this. The meeting time and location to be TBD.