

SNOHOMISH FLYING SCHOOL

Flight Training Departure and Arrival Checklist

International Students



1. SCHOOL INFORMATION

- a. President/CEO ~ Kandace. Harvey
- b. Chief Financial Officer and Property Manager ~ Cynthia Hendrickson
- c. Flight School Manager – Christi Otnes
- d. Flight Department Administrative Assistant – Sara Sutton
- e. Aircraft Fleet and Line General Manager – Preston Harvey
- f. Chief Instructor – John Cabaud (Airplane)
- g. Chief Instructor – Rebekah Duncan (Helicopter)
- h. Airport – Harvey Field (S43)
- i. Address ~ 9900 Airport way Suite B Snohomish, WA 98296
- j. Telephone: 360-568-1514 extension 222 or 227

2. DOCUMENTS

- a. Passport with M-1 Visa
- b. Airline Ticket
- c. International Drivers License - Required to drive Snohomish Flying School Vehicles
- d. TSA Finger Print Instruction Letter
- e. Complete School Application
- f. Proof (letter from Bank, Parents, Grandparents or other supporting authority) that student has the financial ability to support himself and pay for professional pilot training while in the US.
- g. Proof that student can read, write and understand the English language.

3. PAYMENT OPTIONS

- a. Credit Card, Cash or Bank Wire
- b. Tuition deposit \$10,000.00 must be wire transferred to your Snohomish Flying School Bank of America SWIFT account prior to issuance of I-20 /VISA. (see item 4 for directions)
- c. Personal Check from Bank of America USA is acceptable for future Tuition Payments.
- d. After completion of the Private Pilot Course, tuition for each course of training must be paid in full at time of enrollment.

4. SCHOOL BANK INFORMATION – Wire XF Bank Of America

Receiver: Snohomish Flying Service

Address: 9900 Airport way Snohomish. WA 98296

Bank of America

Phone# 360-563-0957

Address: 903 Second Street Snohomish, WA 98290

Please contact accounting@harveyfield.com for routing information

5. STUDENT DORMS/HOUSING

- a. Student Dorm prices are listed on the course of training cost and detailed in the Student Arrival Information Guide.
 - a. \$625 per month per student (subject to change with 30 day notice)
 - b. \$50 per month per student for utilities
 - c. \$30 per month per student for maid service for the common areas
 - d. Coin operated laundry facilities are located on site
- b. Student will receive Dorm assignment from property manager prior to or upon arrival to the school. Minimum occupancy, two students per dorm room.
- c. Room guests must be approved in advance by the property manager. A \$40.00 per night guest charge applies and limited to a 5 night stay (only when space permits)
- d. \$400.00 non-refundable move-in fee is charged upon arrival. This fee covers bedding, floor mats, bathroom towels, toiletries and kitchen maintenance supplies.
- e. Minimum occupancy, two students per dorm room.
- f. Transportation to and from Seattle Tacoma Airport will be provided by Snohomish Flying School

6. INSURANCE AND PILOT ASSOCIATION MEMBERSHIPS

- a. Purchase Life Insurance from your home country prior to entering the US to cover your well being should an accident occur in flight, while driving a motor vehicle or when walking, biking, etc. while in the USA.
- b. Join AOPA (Airport Owners and Pilots Association) “on line” and purchase a pilot membership that includes “Legal Coverage” to protect you as a pilot while in the US. You need this protection should you accidentally violate a regulation or airspace and need the services of a lawyer while in the US. Be prepared to provide the school with a copy of your AOPA membership showing you have legal coverage upon arrival.
- c. Purchase Renter Pilot Liability Insurance from AOPA no later than the beginning of training for the Private Pilot Course. Be prepared to provide the school with a copy of your personal liability policy.

7. FLIGHT GEAR AND LOGO CLOTHING

Flight gear and logo clothing items can be purchased at Snohomish Flying for a reasonable price upon arrival or in advance via email or “on-line”

- a. Spare Eye Glasses – Student responsibility
- b. Sunglasses – Student responsibility
- c. Headset (rental headsets are available until you decide which headset you wish to purchase)
- d. Flight bag – provided with CPC Kit purchase
- e. Knee board, Charts and books – student’s responsibility