



Foreign Student Enrollment Instructions

Pacific States Aviation is authorized under federal law to enroll non-immigrant alien students in our flight school. Our school is a vocational flight training school. Non-Immigrant aliens who wish to enroll in our school are required to have the M-1 visa. The M-1 visa can be issued for a maximum of 12 months.

A. Pacific States Enrollment Procedure:

(Required for all foreign national students requesting enrollment)

1. Complete our Application for Enrollment. (All applicants must submit their applications at least 2 months before the start of their course of study.
2. Please send an application fee payment of \$300.00 to Pacific States Aviation (\$200 for I-20 processing + a deposit of \$100.00). This payment is non-refundable. Your \$300.00 payment may be made by wire transfer or credit card.
3. Submit either a photocopy of your birth certificate (registration of birth) or current passport.
4. Submit an official verification of financial ability to meet tuition and living expenses.

B. Requirements for Flight School Training:

1. You must be able to read, speak and understand English. If you have any concerns regarding your English ability, please phone our school. We will be happy to assist in determining your English ability. With your application, you will need to submit either evidence of having completed at least four years of high school level (or one year of university level English classes) or a certified copy of a TOEFL. TOEFL test results must indicate a score of 500 or greater.
2. You must have a minimum level of education for issuance of an M-1 visa. If you do not have at least the equivalent of 12 years of basic education, you should phone our school for an informal interview, so we can help you determine your ability to benefit from flight training.

3. You must be cleared by the Transportation Security Administration (TSA) for flight training in the U.S. Please follow the instructions for the Alien Flight Student Program at the following web site:

<https://www.flightschoolcandidates.gov/>.

You can find more information on how to be cleared by TSA in Section G of this Document.

4. You must submit an I-901 form, as required by the Department of Homeland Security's Student Exchange and Visitors Program (SEVP), with an application fee of \$200. You may pay an additional fee of \$35 to expedite the process, which we recommend. You can find this form as well as detailed instructions online at:

<http://www.ice.gov/sevis/i901/index.htm>

5. After you have been cleared by TSA and your application is reviewed and accepted, you must submit a deposit of \$4,000 which will be used as credit towards your flight instruction. Your deposit must be made by wire transfer or credit card.

C. Student Exchange and Visitors Program (SEVP) Procedures

1. On the SEVP website (<http://www.ice.gov/sevis/i901/index.htm>) please click on the "paper form I-901 PDF" link and print out the form and instructions.
2. We recommend that you submit your application to SEVP at least 2 months before you start your flight training.
3. You must arrange an Embassy visa appointment date immediately after getting your I-20 form. Inform Pacific States Aviation admissions office as soon as you have an appointment date.
4. You must have both your TSA clearance and the I-20 form for your interview with the American Consulate in your country.
5. If you do not appear for your Visa interview, your training security deposit will not be refunded.
6. Student must arrive at Pacific States Aviation at least 10 days before the beginning date for your course of study.

D. Confirmation of Enrollment and Visa Issuance

When your Application for enrollment has been accepted, a letter of confirmation will be mailed to you. The letter will confirm your enrollment in the course, start date. Any estimate of course credit will be based upon the flight information you provide in you application for enrollment, so please give us your complete and accurate information of any previous flight experience you may have.

If you are applying for a visa, your I-20 form will be included with your M-1 student visa confirmation letter. You will need to take your passport and an I-20 form to your nearest American Embassy or U.S. Consulate Office for issuance of your visa.

E. International Students Checklist for Required Documentation Prior to Starting Flight Training

- Copy of a valid Passport or birth certificate (a scan copy will also be needed for TSA).
- An official verification (Proof of funds) that shows your financial ability to meet your tuition and living expenses, such as a bank letter or statement.
- Class I or II Medical Certificate (see Section F for more information).
- Complete TSA approval before start of flight training (see Section G for more information).

F. Medical Certificate

An FAA medical certificate is required to ensure that your health meets required federal regulations. Prior to starting flight training, at least a Class II Medical Certificate is required. Recommended is to obtain the Class I medical certificate in order for you to obtain a job for a commercial operation. If you have any health problems, you should obtain your medical certificate before you go any further.

G. Transportation Safety Administration (TSA) Registration

Transportation Safety Administration (TSA) was established in the United States to provide security in regards to the aviation industry. International students must provide proper documentation and follow a specific registration process in order for proper processing and flight training approval. **Note: No flight training allowed until TSA approval.**



All Non U.S. Citizens are required to complete the TSA application located at www.flightschoolcandidates.gov after your TSA request is acknowledged by the school, you will be asked to remit a payment of \$130 per course/rating and then submit your fingerprints for background check. The TSA process can take up to 30 days, especially if you do not carefully complete the application.

Please follow these steps to obtain your clearance from TSA:

Step 1:

1. Login to www.flightschoolcandidates.gov and make your new user name as per TSA Guidelines. You will receive a password in your email.
2. After receiving username and password change your password and login again.
3. Fill in all required information in all given forms as per guidelines on each page.
4. Fill in all information correctly and carefully to prevent delays in TSA process.
5. For full training package every candidate has to fill up three training requests as follows:
 - i. Private Pilot (Course name, Course ID, and Course Description), Aircraft (Single Engine Land)
 - ii. Instrument Rating (Course name, Course ID, and Course Description), Aircraft (Single Engine Land)
 - iii. Multi-Engine Rating (Course name, Course ID and Course Description), Aircraft (Multi Engine Land)

Note: In all of the training applications insert the start and end dates as given on your 1-20 form.

6. In the Training Request category, click on category 3 in each training request and upload a scanned copy of your passport.



7. Go back to main page of your application and submit each training request, if it shows error, correct the given errors as per guidelines.

Step 2:

1. After submitting your application you will receive three emails to submit your TSA fee.
2. Go to TSA website and login.
3. On main page click on each request and fill in your credit card details to pay the fee of \$130.
4. Print out the payment receipt for your records.

Step 3:

1. After paying TSA's online fee for each training request, you will receive another three emails to submit your fingerprints. Note: Your fingerprints will be done here in the U.S. after you get to our school.
2. Approval for flight training will be sent via e-mail after submitting your fingerprints, which usually takes about one week.