

COURSE ENROLLMENT AGREEMENT

THE COMPLEAT CFI

This Course Enrollment Agreement ("Agreement") is entered into between Avia Aero Services, Inc., doing business as CFI Clinic ("CFI Clinic," "Company," "we," or "us"), and the individual enrolling in a CFI Clinic training course ("Participant," "Student," "you," or "your").

COURSE: THE COMPLEAT CFI

COURSE TUITION: \$995.00

DEPOSIT: \$200.00 (BALANCE DUE 14 DAYS PRIOR TO COURSE START DATE)

1. ENROLLMENT

Enrollment is limited to the name supplied on the registration form and is not transferable to another person without prior approval from CFI Clinic.

Enrollment is considered confirmed when CFI Clinic has received the required registration information, payment or deposit, and acceptance of all agreements required for participation. Course availability may be limited, and enrollment is subject to available space.

2. TUITION AND PAYMENT

Student agrees to pay the tuition and other charges, if any, stated during registration. Unless CFI Clinic agrees otherwise in writing, all required tuition must be paid by the applicable payment deadline. Acceptable forms of payment include VISA, Mastercard, Discover, American Express and electronic transfer.

Failure to make required payment may result in cancellation of enrollment or suspension of course access and forfeiture of any nonrefundable deposit. Any payment plan or alternative payment arrangement must be approved by CFI Clinic.

3. CANCELLATION AND REFUND POLICY

Cancellation by Student

A Student who wishes to cancel an enrollment must notify CFI Clinic in writing. The following cancellation policy applies.

For cancellation more than 30 days before the course start date, Student is eligible for a full refund, including deposit.

For cancellation made 15 to 30 days prior to the course start date, Student will forfeit deposit but will be eligible for a refund of any additional tuition balance paid.

For cancellation less than 15 days prior to the course start date, Student will not be eligible for a refund of amount paid. However, amount paid may be transferred one time to another CFI Clinic class within 12 months of original course start date.

Any nonrefundable registration fee or deposit shall be clearly identified to the Student before enrollment. CFI Clinic may, at its sole discretion, permit a transfer or refund in cases of documented medical, family, military, or other extraordinary circumstances.

Transfers

At CFI Clinic's discretion, a Student may be permitted to transfer enrollment to a later course date. Any transfer fees, deadlines, or limitations will be disclosed when the transfer is requested. Unless expressly approved by CFI Clinic, enrollment may not be transferred to another individual.

4. CANCELLATION OR RESCHEDULING BY CFI CLINIC

CFI Clinic reserves the right to cancel, postpone, or reschedule a course when reasonably necessary because of insufficient enrollment, instructor illness or unavailability, technical problems, severe weather, emergencies, or other circumstances affecting the ability to conduct the course.

If CFI Clinic cancels a course and does not offer an acceptable alternative course date, the Student will receive a refund of course tuition paid to CFI Clinic for the cancelled course. Unless otherwise required by law, CFI Clinic is not responsible for incidental or consequential expenses incurred by a Student as a result of a course cancellation or schedule change.

5. COURSE FORMAT

The course is conducted primarily as live, instructor-led online training using Zoom or another designated virtual-meeting platform.

The course may include live instructor presentations; student participation and discussion; demonstrations and examples; electronic presentations; course manuals and handouts; exercises and assignments; question-and-answer sessions; and supplemental online resources.

CFI Clinic may make reasonable changes to course content, sequencing, instructors, schedules, or delivery methods when necessary to improve instruction or address circumstances beyond its reasonable control.

6. TECHNOLOGY REQUIREMENTS

Student is responsible for having the equipment and services reasonably necessary to participate in the online course, including a reliable internet connection, a compatible computer or device, functioning audio capability, a microphone when participation is required, a webcam when required by the course, current Zoom software or other required meeting software, and an appropriate environment in which to participate.

Student is responsible for becoming reasonably familiar with the required technology before the course begins. CFI Clinic is not responsible for a Student's inability to participate because of inadequate internet service, incompatible equipment, local power failures, computer problems, or other technical problems under the Student's control.

7. ATTENDANCE AND PARTICIPATION

Because CFI Clinic courses are designed and conducted to satisfy applicable FAA training requirements, Students are required to attend all scheduled instructional sessions in their entirety and to be present and ready to participate at the scheduled start time.

To be eligible for course graduation and, if requested, an instructor endorsement to take the FAA Fundamentals of Instructing (FOI) Knowledge Test, the Student must satisfy the full attendance requirement. Graduation requires 100% attendance at all scheduled class days and instructional hours. Any absence, late arrival, or early departure will render the Student ineligible for course graduation and the FOI Knowledge Test endorsement.

Student is responsible for completing all assignments and activities required for course completion. A Student who misses any portion of the course is not automatically entitled to a refund, recording, private make-up session, or transfer to another course. Any make-up opportunity is subject to CFI Clinic's applicable policies and availability.

8. STUDENT IDENTITY AND COURSE ACCESS

Course registration is personal to the enrolled Student. Student may be required to participate using the name and email address provided during registration. Student shall not permit an unregistered individual to attend, observe, or participate in the course through the Student's enrollment.

Login credentials, meeting invitations, and course-access links are intended solely for the enrolled Student. Additional restrictions concerning recording, reproduction, distribution, course materials, and intellectual property are governed by the separate CFI Clinic Course Participation, Intellectual Property, Confidentiality & Limited License Agreement.

9. STUDENT CONDUCT

CFI Clinic seeks to maintain a professional learning environment appropriate for aviation educators and instructor candidates. Students are expected to conduct themselves professionally and respectfully toward instructors, staff, and other participants.

Conduct that may result in removal from a course includes materially disrupting instruction; threatening, abusive, discriminatory, or harassing conduct; intentionally interfering with another Student's participation; compromising course or meeting security; permitting unauthorized persons to access the course; academic dishonesty where applicable; or material violation of CFI Clinic's enrollment, participation, or intellectual-property policies.

CFI Clinic may remove a Student for serious or repeated violations after considering the circumstances and applicable law. A Student who is removed from a course due to their conduct shall forfeit all course fees paid.

10. COURSE COMPLETION

Any certificate of completion issued by CFI Clinic indicates only that the Student satisfied the completion requirements established by CFI Clinic for that course.

Unless expressly stated otherwise, a CFI Clinic certificate of completion does not constitute an FAA pilot certificate, flight instructor certificate, rating, endorsement, authorization, or other governmental credential.

11. FAA FUNDAMENTALS OF INSTRUCTING (FOI) KNOWLEDGE TEST

FOI Knowledge Test Endorsement Eligibility

To be eligible to receive an instructor endorsement to take the FAA Fundamentals of Instructing (FOI) Knowledge Test, the Student must satisfactorily complete all of the following requirements:

- **Attendance:** Attend all scheduled class days and instructional hours in their entirety and be present and ready to participate at the scheduled start time of each class session.
- **Course Assignments:** Satisfactorily complete and submit all required course assignments by the deadlines established by CFI Clinic.
- **Practice Test Performance:** Within five (5) days following completion of the course, submit evidence of three (3) completed FOI practice examinations, each with a score of at least 90%. Each submission must clearly identify the Student, the date the practice examination was completed, and the official score received.

Upon receipt of all required documentation, CFI Clinic may require up to three (3) business days to review the Student's submissions and, provided all eligibility requirements have been satisfied, issue the FOI Knowledge Test endorsement.

Test Preparation and Performance

Issuance of an endorsement by CFI Clinic does not guarantee that the Student will pass the FAA FOI Knowledge Test. The Student remains responsible for adequately preparing for the examination and is strongly encouraged to thoroughly review the applicable test material and complete sufficient practice examinations to demonstrate consistent mastery of the subject matter before taking the FAA knowledge test.

12. EDUCATIONAL PURPOSE

CFI Clinic courses are educational programs intended to improve aviation knowledge, instructional knowledge, teaching ability, regulatory understanding, and professional development.

Course participation or completion does not guarantee passage of an FAA knowledge test or practical test; issuance of an FAA certificate, rating, or authorization; employment; qualification for any particular aviation position; any particular level of professional performance; or any specific educational, financial, or career result.

Individual results depend on numerous factors, including the Student's preparation, participation, experience, ability, and continued study.

13. FAA REGULATIONS AND OFFICIAL SOURCES

CFI Clinic makes reasonable efforts to present accurate and useful aviation information. However, federal regulations, FAA guidance, interpretations, certification standards, policies, and procedures may change.

Students are responsible for consulting current official sources when making regulatory, operational, certification, or instructional decisions. In the event of a conflict between course materials and an applicable current law, regulation, official FAA requirement, or controlling legal authority, the applicable official authority controls.

14. NO PROFESSIONAL OR REGULATORY GUARANTEE

Instruction concerning aviation regulations or FAA requirements represents educational instruction and should not be interpreted as a guarantee of how the FAA, an examiner, a court, or another governmental authority will interpret or apply a particular requirement in every circumstance.

Students remain responsible for exercising appropriate professional judgment and verifying requirements applicable to their individual circumstances.

15. COURSE MATERIALS AND INTELLECTUAL PROPERTY

Enrollment does not transfer ownership of CFI Clinic course materials or intellectual property to the Student.

The Student's rights and responsibilities concerning course materials, confidential information, recording, copying, distribution, artificial intelligence systems, and other intellectual-property matters are governed separately by the CFI Clinic Course Participation, Intellectual Property, Confidentiality & Limited License Agreement and applicable Terms of Use. Acceptance of this Enrollment Agreement does not replace or supersede those agreements.

16. ELECTRONIC COMMUNICATIONS

Student consents to receiving course-related communications electronically at the email address or other contact information provided during registration. Such communications may include enrollment confirmations, payment information, course schedules, Zoom or other meeting information, course materials, schedule changes, administrative notices, and other communications reasonably related to Student's enrollment.

Student is responsible for providing accurate contact information and monitoring the email account used for registration.

17. PRIVACY

CFI Clinic respects the privacy of its participants and does not sell, rent, or disclose a Participant's personal information to third parties except as reasonably necessary to administer the course, process enrollment or payment, provide course services, comply with applicable law, protect the rights or security of CFI Clinic or others, or as otherwise authorized by the Participant.

Student information will be handled in accordance with applicable law and any privacy policy separately provided by CFI Clinic.

Participant Feedback

Participant grants Avia Aero Services, Inc. d/b/a CFI Clinic permission to use, reproduce, publish, and display voluntary comments, reviews, testimonials, evaluations, or other feedback provided by Participant concerning CFI Clinic, its instructors, courses, or services ("Feedback") for educational, promotional, advertising, and marketing purposes.

CFI Clinic may publish Feedback on its website, social-media accounts, printed materials, course materials, advertisements, and other promotional media. Unless Participant separately authorizes additional identification, CFI Clinic may identify published Feedback using only the Participant's first name and last initial.

CFI Clinic will not publish Participant's email address, telephone number, mailing address, account information, or other private contact information in connection with Feedback without Participant's express permission.

CFI Clinic may edit Feedback for spelling, grammar, length, or clarity, provided such editing does not materially change the meaning or substance of Participant's comments. Participant understands that providing Feedback is voluntary and that permission to publish Feedback does not authorize CFI Clinic to disclose Participant's personal information for unrelated purposes.

Except as described above or otherwise authorized by Participant, CFI Clinic does not sell or share Participant personal information with third parties for their independent marketing purposes.

18. FORCE MAJEURE

CFI Clinic shall not be responsible for delays, interruptions, or inability to conduct a course caused by circumstances reasonably beyond its control, including severe weather, natural disasters, widespread internet or telecommunications failures, power outages, governmental actions, public emergencies, or similar events.

When reasonably practicable, CFI Clinic will attempt to reschedule affected instruction or provide an appropriate alternative.

19. GOVERNING LAW AND DISPUTES

This Agreement shall be governed by the laws of the State of Florida, without regard to conflict-of-law principles, except where applicable law requires otherwise.

Any dispute arising from this Agreement shall be resolved in accordance with applicable law and any separately agreed dispute-resolution provisions.

20. SEVERABILITY

If any provision of this Agreement is determined to be invalid or unenforceable, that provision shall be enforced to the maximum extent permitted by law or severed as appropriate, and the remaining provisions shall continue in effect.

21. ENTIRE ENROLLMENT AGREEMENT

This Agreement constitutes the agreement between CFI Clinic and Student concerning the Student's enrollment, tuition, attendance, and participation in the course, together with any registration terms, refund policy, or other terms expressly incorporated into this Agreement.

The separate CFI Clinic Course Participation, Intellectual Property, Confidentiality & Limited License Agreement governs intellectual-property and confidentiality matters and remains a separate agreement.

STUDENT ACKNOWLEDGMENT

By checking the box below and selecting **"I AGREE,"** Participant acknowledges and agrees that:

- Participant has read and understands this Agreement;
- Participant has had the opportunity to review this Agreement before accepting it;
- Participant understands tuition payment, cancellation and refund policy;
- Participant understands technology requirements for the course and that participant is solely responsible for ensuring compliance with those requirements;
- Participant understands and accepts attendance and participation policy;
- Participant understands and accepts student conduct requirements;
- Participant will not share course access with any unregistered individual;
- Participant will not reproduce, distribute, publish, or otherwise provide protected Course Materials to another person or organization without authorization;
- Participant agrees to comply with all restrictions, obligations, and conditions contained in this Agreement; and
- Participant understands and agrees that checking the box and selecting **"I AGREE"** constitutes Participant's electronic signature and acceptance of this Agreement.