

# British Columbia Helicopters Ltd

## Dismissal Policy



**British Columbia Helicopters Ltd**

**ID-01763**

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Name of Institution

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Institution Number

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**Dismissal Policy**

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**2021-10-19**

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Name of Policy

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Effective Date

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Revision Date

1. British Columbia Helicopters Ltd may dismiss a student from a program on any of the following grounds:
  - a. Should a student be in violation of the *Canadian Aviation Regulations*, B.C. Helicopters Ltd. reserves the right to terminate the student's enrolment at the institution and refund any monies according to the refund policy.
  - b. A student who mistreats B.C. Helicopter's aircrafts and equipment may be subject to their flying privileges being suspended. It is understood that safety and conformance with the Canadian Air Regulations is of paramount importance to B.C. Helicopters Ltd.
  - c. The student arrives at BC Helicopter's with the intent to go flying but is under or appears to be under the influence of alcohol, marijuana, or any illegal substances.
  - d. Absenteeism for longer than fourteen consecutive days without informing the school and without providing a doctor's note, may result in dismissal.
  - e. It is expected that all students will treat both staff and fellow students with dignity and respect. Failure to do so may result in a written reprimand. Repeated violations may result in the student's flying privileges being suspended. Written notice will be provided to the student by B.C. Helicopters Ltd. in these situations. Appeals for suspension of flying privileges should be made in writing to the Chief Flight Instructor.
  - f. Students funded through student loans, who are not in attendance for two consecutive weeks, shall be deemed withdrawn from full time studies. All funding and loan documentation will be returned to the appropriate funding agency.
  - g. Cheating or plagiarism
  - h. Physical abuse, theft, or non-accidental damage to B.C. Helicopters property.
  - i. Behaviour displaying insubordination, refusal to cooperate with instructors and schedules.

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- j. Inability to meet or maintain required personal proficiency either knowledge or skill.

2. The process by which a student may be dismissed from a program is as follows:

It is understood that safety and conformance with the Canadian Air Regulations is of paramount importance to British Columbia Helicopters Ltd.

Written notice will be provided to the student by Chinook Helicopters in these situations. Appeals for suspension of flying privileges should be made in writing to the Senior Education Administrator or the Office Manager of British Columbia Helicopters Ltd.