



FAIR TREATMENT AND EQUAL BENEFITS AND OPPORTUNITY

**POLICY AND PROCEDURE**  
**Royal Queensland Aero Club Limited**



## Overview

Royal Queensland Aero Club Limited supports the concept of equal opportunity and is committed to providing all staff, students and potential students with a working and learning environment which values diversity, respects differences and provides an environment that is safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination.

## Definitions

For the purposes of this document the following applies:

- The Act refers to the Higher Education Support Act 2003
- Student/s refers to all persons enrolled in a unit of study who are, or would be entitled to VET FEE- HELP assistance under clause 43 of Schedule 1A of the Act; and
- Potential Students refers to all persons seeking to enrol in a VET unit of study that meets the course requirements under subclause 45(1) of Schedule 1A of the Act and who are, or would be, entitled to VET FEE-HELP assistance under clause 43 of Schedule 1A of the Act.

## POLICY CONTENT

### Fair Treatment

Royal Queensland Aero Club Limited will treat fairly all Students and Potential Students.

### Student Selection

Royal Queensland Aero Club Limited has open, fair and transparent procedures, based on merit for making decisions about:

- the selection, from among potential students; and
- the treatment of students.

Potential Students seeking to enrol in a VET unit of study with Royal Queensland Aero Club Limited, regardless of their background, circumstances or eligibility for funding, will be assessed for entry to study through the same published entry requirements and through the same process.

### Equity and Merit Based Enrolment

Royal Queensland Aero Club Limited conducts recruitment of students at all times in an ethical and responsible manner. Applications for enrolment are considered on the basis of merit, providing the Royal Queensland Aero Club Limited the discretion to be satisfied that the applicant has reasonable prospect of successfully completing the course and achieving competence.

When making merit based decisions about the selection of students, the Royal Queensland Aero Club Limited will take into consideration any educational disadvantages that a student has experienced before making a decision. Applications for enrolment will be considered on a case by case basis.

### Restricted access arrangements

Flight training does have restricted access arrangements which the Royal Queensland Aero Club Limited is obliged to adhere to. For example, these restrictions may be imposed by Training Package



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prerequisite, a CASA regulation, or the lack of availability of specially built aircraft for disabled people.

Student pilots who need specialised assistance unavailable internally will be referred to external organisations appropriate to their needs.

The Royal Queensland Aero Club Limited recommends completion of year 12 for Commercial Pilot's licence. Students should be aware they must pass a Civil Aviation Safety Authority approved Class 1 medical examination to complete the flying component of their course.

With respect to age restrictions, CASA regulations state that students must be:

- 16 years of age to fly solo and gain GFPT
- 17 years of age to gain Private Pilot's Licence
- 18 years of age to hold Commercial Pilot's Licence
- 21 years of age to hold Air Transport pilot's Licence

Before being issued with a Student Pilot Licence, students must pass a CASA security and police check to receive an Aviation Security Identification Card (ASIC). This is a national requirement for all pilots.

The above does not prevent the Royal Queensland Aero Club Limited taking into account, in making decisions mentioned above, educational disadvantages that a particular Student or Potential Student has experienced or the fact that the student or Potential Student may be enrolled via a VET restricted access arrangement.

### **Publication**

This Fair Treatment and Equal Benefits and Opportunity Policy and Procedure will be made available to Students and Potential Students through publication on the website [www.airlineacademy.com.au](http://www.airlineacademy.com.au). The Fair Treatment and Equal Benefits and Opportunity Policy and Procedure was agreed to and ratified by the Group Managing Director of the Royal Queensland Aero Club Limited.