

AVIATION PROGRAM REGISTRATION PROCESS

Aviation Flight Technology (not RTP)

The Mercer County Community College Aviation program has specific enrollment requirements that must be met for registration. To begin the process, students must submit an Aviation Registration Request form for all AVI and CSA courses.

CHECK LIST:

- ☐ Sign in using your Mercer County Community College credentials ([myMercer help and information](#)).
- ☐ You will need your Student ID when completing the form.
- ☐ **New Students** starting the program must hold a first or second-class FAA medical certificate from an Aviation Medical Examiner (AME). You'll be required to upload a copy (in PDF format only) when completing the form, or you may email the PDF copy from your **student email account** to aviation@mccc.edu along with your name and student ID.
- ☐ **New Students** starting the program with a Private Pilot License (PPL), must submit a copy in PDF format only (no other format will be accepted). You can either upload the copy when completing the form or email the PDF copy from your **student email account** to aviation@mccc.edu along with your name and student ID. *Students who transfer in their PPL, will need to take AVI-111 when offered.*
- ☐ US citizenship or TSA approval: All flight students must provide proof of US citizenship or TSA approval (for non-citizens). Non-US citizens seeking TSA approval for the college 141 program must ensure they select Mercer County Community College on the application form (do NOT use Infinity Flight). The TSA application link is: <https://www.fts.tsa.dhs.gov/home>.
- ☐ ENG-101 and MAT-115 requisite: Students must have successfully completed ENG-101 and MAT-115, be awarded transfer credits, or be co-enrolled in these courses when starting aviation classes. Co-enrollment must be in the 14 week or 7A week session. If you need registration assistance for either course, contact Academic Advisor Melissa Santiago at santiagm@mccc.edu or schedule a virtual meeting here: <https://calendly.com/santiagm-mccc>.
- ☐ Register for general education requirements (non-aviation courses). Contact Academic Advisor Melissa Santiago at santiagm@mccc.edu if you need assistance.
- ☐ GPA requirement: Students must maintain a grade point average (GPA) of 2.0 to remain on active flight status.
- ☐ **Continuing students** who need to take AVI-241 and AVI-217 must instead register for AVI-270, as it is now a combined course. After you complete AVI-270, your Faculty Advisor will be required to process a course substitution to update your academic record.
- ☐ Revised aviation registration request: Revised request replaces previous submissions entirely.
- ☐ **MILITARY & VETERAN STUDENTS:** Students must receive clearance from the Military and Veteran Services office before registration. Contact vetservices@mccc.edu.

Newly registered students in the Aviation program are required to attend a virtual Aviation Orientation.

The spring semester will offer three Primary Flight lab sections and four Flight I lab sections.

AVI-112 Primary Filght (including new student required courses CSA-100 College Success for Aviation and AVI-131 Commercial Pilot I)

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
6am	AVI-112-030 (Airport) 6am-12pm		AVI-112-010 (Airport) 6am-12pm		AVI-112-010 (Airport) 6am-12pm	AVI-112-030 (Airport) 6am-12pm	AVI-112-020 (Airport) 6am-12pm
7am							
8am				AVI-112-010 020 030 (WW) 8am-8:50am			
9am							
10am		CSA-100-010 (WW) 9:30am-10:20am		CSA-100-010 (WW) 9:30am-10:20am			
11am		AVI-131-010 (WW) 10:30am-11:50am		AVI-131-010 (WW) 10:30am-11:50am			
12pm			AVI-112-020 (Airport)		AVI-112-020 (Airport)	AVI-112-010 (Airport)	AVI-112-030 (Airport)
1pm							
2pm							
3pm							
4pm							
5pm							
6pm							

AVI-113 Filght I

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
6am	AVI-113-020 (Airport) 6am-12pm	AVI-113-010 (Airport) 6am-12pm		AVI-113-010 (Airport) 6am-12pm			AVI-113-030 (Airport) 6am-12pm
7am							
8am			AVI-113-010 020 030 040 (WW) 8am-8:50am				
9am							
10am							
11am							
12pm	AVI-113-040 (Airport) 12pm-6pm	AVI-113-020 (Airport) 12pm-6pm	AVI-113-030 (Airport) 12pm-6pm	AVI-113-040 (Airport) 12pm-6pm	AVI-113-030 (Airport) 12pm-6pm	AVI-113-010 AVI-113-020 (Airport) 12pm-6pm	AVI-113-040 (Airport) 12pm-6pm
1pm							
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3pm							
4pm							
5pm							
6pm							