



## Student Expulsion Policy

Students are customers of GENESIS. Customer Rules and Regulations (see Schedule G) outline operating policies and procedures that are applicable to students while attending training at GENESIS.

Failing to adhere to policies and procedures are categorized into:

- Minor infractions, and
- Major infractions

Failure to adhere to the Customer Rules and Regulations or to the terms of this contract by a student may lead to expulsion from the program covered by this contract.

### **Expulsion for Minor Infractions**

Minor infractions are actions that in themselves do not affect the safety of flight but disrupt day-to-day operations or conflict with GENESIS policy. Continuous minor infractions may affect a student's ability to complete the program on schedule or may cause disruption to other students or program class progress.

Therefore, GENESIS will keep a record of minor infractions for each student. GENESIS will provide students with the opportunity to correct their actions in order to remain in the program.

The following expulsion procedure will be exercised in the event of continuous minor infractions.

**Step 1** - Verbal warning by the student's instructor

**Step 2** -Written warning by the CFI/Campus Administrator that will be placed on the student's file

**Step 3** - Meeting with the CFI/Campus Administrator and a second written letter placed on the student's file indicating that this meeting has occurred\*

\* At this meeting, the student's performance will be reviewed and if it is determined that the student has a valid reason for his/her actions they will be offered the opportunity to avoid expulsion by remaining free of infractions for a one (1) month period commencing on the day of the meeting.

After one (1) month of remaining free of infractions, the student's record will be cleared.

Should the student not have a valid reason, should he/ she not accept this option or should he/ she not remain free of infractions for a one (1) month period, the school will have no choice but to proceed to Step 4.

**Step 4** - Expulsion

Expulsion for Major Infractions

A major infraction can be defined as dangerous behavior and/or actions that adversely affect flight safety. GENESIS has a no tolerance policy towards dangerous unsafe behavior.

The school defines dangerous behavior as being any action that may;

- Lead to injury or death of an individual
- Cause damage to aircraft and/or equipment and or facilities
- Have a negative impact on the flight schools reputation for safety
- Be in contravention of the Canadian Civil Aviation Regulations

Any student witnessed displaying dangerous or unsafe behavior will be immediately expelled from the program. Students expelled for dangerous or unsafe behavior will not be permitted to appeal this decision.



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Many actions that adversely affect flight safety can also be categorized as dangerous behavior. Examples of some offences are listed below. Note that this is a partial list only and other offences may also be subject to this policy.

1. Violation of any Canadian Civil Aviation Regulations that have a direct impact on flight safety, regardless of whether or not Transport Canada has taken official action
2. Flying under the influence of alcohol and/or drugs
3. Deliberate disregard for the aircraft limitations as set out by the manufacturer
4. Unauthorized Acrobatic flight in school aircraft
5. Negligent low flying other than that for the purpose of flight training
6. Unauthorized formation flight in GENESIS aircraft
7. Handling of aircraft that may endanger persons or property on the ground or in the air
8. Fuel exhaustion
9. Not reporting aircraft damage, accidental or otherwise
10. Landing at other than licenced or registered aerodromes, except for emergency or precautionary reasons
11. Negligent use of school aircraft or equipment
12. Any Prohibited Behaviour identified in the Genesis Sexual Violence Policy

A major infraction will result in immediate expulsion from the program. The General Manager and the Campus Administrator will review information and determine a decision with respect to a major infraction and advise the student in writing. Students will have no right of appeal of an expulsion decision related to a major infraction.