



AVEL FLIGHT SCHOOL

FAA AIRCRAFT DISPATCHER

PROGRAM BROCHURE



***Elevate dreams, ensure safety: Unmatched training awaits!
Aspirations take flight: Join unparalleled learning!***





Embark on an Exciting Career in Aviation as an Aircraft Dispatcher!



Unlock one of the most rewarding and well-compensated roles in the aviation industry by becoming an Aircraft Dispatcher—also known as Flight Dispatcher, Flight Operations Officer, or Ground Captain.

Airlines worldwide rely on skilled aircraft dispatchers as much as they do on pilots for seamless flight operations. With an FAA Aircraft Dispatcher Certificate, you can chart a course to a world of career opportunities!

Key Highlights of Our Training Program:

Equivalence to Airline Captains: An Aircraft Dispatcher must possess the same level of knowledge as an Airline Captain. Our intensive course is designed to fast-track your learning, ensuring that you attain the expertise required for this prestigious role.

Accelerated Training: Our program offers an accelerated training approach, providing you with the essential skills and knowledge at a pace that matches the dynamic aviation industry.

Dedication and Commitment: To succeed in this program, dedication, commitment, and 100% attendance are paramount. We believe in shaping disciplined and highly skilled professionals ready to take on the challenges of the aviation world.

Invest in Your Future.

**Total
Course Fee**
\$5,895.00



AIRCRAFT DISPATCHER COURSE OVERVIEW

Here's a quick overview of the course, outlining the sequence of stages you will navigate to successfully complete your Aircraft Dispatcher training:

- 1. Online Ground School:** 200 Hours: Immerse yourself in self-paced study over one to two months to complete 200 hours of online ground school.
- 2. Virtual Ground School:** 3 Weeks – Part-time: Consolidate knowledge from self-study in a three-week part-time virtual program (5 days per week and 5 hours per day), introducing crucial new topics for subsequent stages.
- 3. FAA Computer-based Written Exam:** Successfully complete the FAA computer-based written exam before in-person classes. Avel Flight School, an FAA-approved testing center, facilitates this examination.
- 4. In-person Ground School:** 4 Weeks – Full-time: Engage in a four-week, full-time, hands-on in-person ground school, mastering skills for Boeing 737 flight planning and thorough preparation for the practical exam, including an extensive oral examination.
- 5. End of Course Exam:** Successfully pass the end-of-course exam, meeting all specified requirements.
- 6. Practical Exam with a DADE:** Following the end-of-course exam, your FAA Designated Aircraft Dispatcher Examiner (DADE) administers the practical exam. Upon successful completion, attain FAA certification as an Aircraft Dispatcher!

Embark on this well-structured journey with us, and let our guidance lead you towards a successful career as a certified Aircraft Dispatcher!



AIRCRAFT DISPATCHER COURSE OVERVIEW

Delve deeper into the intricacies of our Aircraft Dispatcher course as we offer a comprehensive overview here, guiding you through each stage with precision and expertise.

ONLINE GROUND SCHOOL

- Upon enrollment, you will promptly receive your online codes. Commence your online ground school as soon as you receive these codes. This interactive platform, accessible from the comfort of your home, provides detailed study materials covering all requisite theories for the course.
- Prepare for the FAA computer-based written examination through multiple simulated practice tests. This self-paced online ground school entails approximately 200 hours of coursework.
- For a seamless transition through the program, please email your online ground school completion graduation certificates (PPL, IR & ADX) at least two weeks before the commencement of the virtual class.



VIRTUAL GROUND SCHOOL

- Virtual classes, conducted by live instructors, are scheduled regularly throughout the year in a group setting. This follows the completion of your online ground school. Engage in an interactive online class, covering crucial theoretical concepts required for the course.
- Participate in this part-time virtual class conveniently from your home. A fully functional computer with a video camera, microphone, and internet connection is required. Ensure your camera is switched on at all times for attendance compliance.
- Mandatory 100% attendance.



AIRCRAFT DISPATCHER COURSE OVERVIEW

FAA COMPUTER-BASED WRITTEN EXAM

- The FAA computer-based written examination is conducted in-house at our facility at DuPage Airport, Chicago.
- After demonstrating three consecutive scores of 90% or above on practice tests, contact our flight school to register and schedule your exam.
- Passing the FAA computer-based written exam before attending the in-person class is a prerequisite for participation in the in-person sessions.



IN-PERSON GROUND SCHOOL

- Our In-Person Ground School sessions are regularly scheduled throughout the year to consecutively follow completion of the virtual classes. The in-person classes are conducted in a group setting at our Chicago facility.
- Taking and passing the FAA computer-based exam is required before start of the in-person class. Please contact us for assistance in scheduling the FAA computer-based exam.
- This session provides an opportunity to review and seek additional clarification on the materials covered in both the online ground school and the virtual live class.
- Focused on the Boeing 737 flight plan, this class is designed to thoroughly prepare you for the End of Course and Practical Exam.
- Mandatory 100% attendance.



AIRCRAFT DISPATCHER COURSE OVERVIEW

CULMINATION OF YOUR JOURNEY:

END OF COURSE EXAM

- Upon completing the course syllabus, success in the end-of-course exam is imperative. This internal examination includes both an oral exam and the meticulous completion of a Boeing 737 flight plan within 1.5 hours.
- Graduating from the course is contingent upon passing the end-of-course exam. Following graduation, you will be scheduled for the practical examination with an FAA Designated Aircraft Dispatch Examiner (DADE).

PRACTICAL EXAM WITH A DADE

- The practical examination with a DADE involves the precise completion of a Boeing 737 flight plan, followed by an extensive oral examination.
- Allocate 2 hours for the Boeing 737 flight plan, and anticipate the oral examination to typically last between 2-4 hours.



ONCE YOU PASS YOUR PRACTICAL EXAM WITH A DADE

Congratulations! You have now achieved the esteemed status of a fully certified FAA Aircraft Dispatcher!

Your success in the practical exam marks the culmination of your training, opening doors to a rewarding career in aviation.





AIRCRAFT DISPATCHER COURSE

Admission Process

Enrollment Timeline:

Students typically invest one to two months to complete 200 hours of online ground school. We recommend selecting a virtual start date based on the anticipated completion of these 200 hours, allowing for effective schedule planning.

Embark on your aviation journey by following this streamlined admission process, and we look forward to welcoming you to our distinguished flight school.



Course Fees and Additional Costs:

An examiner's fee of \$900 is additional and is to be paid along with the first payment, based on the chosen payment options. This fee covers one attempt on the FAA practical examination. Any additional tests or training required for retesting will result in extra charges.

Not Included (Mandatory for Course):

1. FAA Written Examination fee
2. FAA (DADE) Examiner's Fee
3. Knowledge Test Prep Software (Gleim or Sheppard - your choice)
4. Aeronautical charts
5. CX-3 Flight Computer
6. Aircraft Dispatcher Oral Exam Guide (Third Edition by Dr. David C. Ison)
7. Computer or Laptop with internet

Important Considerations:

Any variation, changes, or alterations to the course structure will result in a course price change. Additional ground school beyond the 200 hours offered in this course will be charged at current per-hour rates.

100% attendance in virtual and in-person classes, along with passing the FAA knowledge exam on or before the deadline, is a mandatory requirement for course completion. Failure to fulfill these requirements will result in an automatic forfeiture of the course without a refund.

If you forfeit the course due to non-fulfillment of the mandatory requirements, you have the option to attend the next immediate ADX batch with a heavily discounted fee of \$1000 (excluding FAA Knowledge exam fee for reattempts). Attending any future batches for course completion will incur the full tuition fee.

Virtual and in-person classes must be completed within 12 months, and the ADX practical exam must be passed within 12 months from the date of your enrollment. Failure to complete the course within this timeframe will result in the forfeiture of the course and fees paid.

Change and Cancellation Policy:

You have the option to change the virtual and in-person class start date once free of charge. Subsequent changes will incur an additional fee of \$300 each time. Please note that any changes to the start date of the ADX program must be submitted in writing to fly@avelflightschool.com at least two weeks before the commencement of the virtual class.

A minimum 1-week cancellation notice is required if you are unable to attend the class. Cancellations with less than 1-week notice will incur an additional \$300 fee.

Note: All fees paid are non-refundable.



DUPAGE AIRPORT
 3N040 POWIS RD.
 WEST CHICAGO, IL USA 60185



AFS/AF/IS/02
 Email: fly@avelflightschool.com
 Website: www.avelflightschool.com
 Call: 847-466-5161

Passport size
 photograph
 (taken within the
 last 6 months)

START DATE FORM

Only check one box for each of the options below

This form needs to be filled out and sent back to us with a copy of your completed application form, proof of current address and the picture page of your passport in a single email to fly@avelflightschool.com

Payment Options	Option 1 <input type="checkbox"/>	Option 2 <input type="checkbox"/>
Airport Pick Up Options (There is an additional \$120 airport pick up fee that will be added to your first payment if you choose yes. Airport pick up is only available from the airport directly to Avel Flight School on working days Monday through Friday from 8am to 3pm excluding holidays.)	<input type="checkbox"/> YES	<input type="checkbox"/> NO
<u>Virtual & In-Person Class Start Date Options</u> <p style="color: red;">Recommend selecting the Virtual Class between one to two months after the date of enrollment. Students typically take between one to two months to complete 200 hours of online ground school.</p> <p>You have the option to change your class start date 1 time free of charge, this new class start date must be within 12 months from your original enrollment date.</p> <p>If you need to change your class start date more than once, there will be an additional fee of \$300 per time the start date is changed, up to a year from the enrollment date.</p> <p>Please note that any changes to the start date of the ADX program must be submitted in writing to fly@avelflightschool.com at least two weeks before the commencement of the virtual class.</p> <p><i>*Avel Flight School reserves the right to postpone course start dates if minimum student registration numbers are not met.</i></p>	Please Select the Start Dates for 2026*	
	<u>Virtual Class**</u>	<u>In-Person Class***</u>
	December 01, 2025 <input type="checkbox"/>	January 05, 2026 <input type="checkbox"/>
	February 02 <input type="checkbox"/>	March 02 <input type="checkbox"/>
	April 06 <input type="checkbox"/>	May 04 <input type="checkbox"/>
	June 01 <input type="checkbox"/>	July 06 <input type="checkbox"/>
	August 03 <input type="checkbox"/>	September 08 <input type="checkbox"/>
	October 05 <input type="checkbox"/>	November 02 <input type="checkbox"/>
	December 07, 2026 <input type="checkbox"/>	January 04, 2027 <input type="checkbox"/>

** Virtual Class: Online class with live instructor that you can attend from the comfort of your home.

Requirements: Computer with camera, microphone and internet. 100% attendance mandatory.

*** In-person Class: Conducted at our DuPage Airport facility. Must attend in person. 100% attendance mandatory.

Student Name: _____

Student Signature: _____

Date: _____



AIRCRAFT DISPATCHER COURSE

Admission Process



Enrollment Prerequisite:

Before embarking on your journey with us, ensure you meet the following enrollment prerequisites:

- Be at least 21 years of age
- Possess proficiency in reading, speaking, writing, and understanding the English language fluently.

Important Note:

Candidates under 23 years of age, upon successfully passing the Aircraft Dispatcher practical exam, receive a Certificate of Course Completion from the FAA. This certificate can be exchanged for an FAA Aircraft Dispatcher Certificate at any Flight Standards District Office (FSDO) in the United States in person, upon reaching 23 years of age.

Enrollment Procedure:

Commence your enrollment by completing and submitting the following documents:

1. Completed Application Form & Start Date Form.
2. Copy of government-issued ID (e.g., passport, driver's license, state ID).
3. Proof of current address (government-issued, such as passport, driver's license, state ID, housing lease, and/or utility bill).
4. Wire Transfer receipt of tuition fee payment (your bank will provide this receipt upon completing the wire transfer).
5. Signed Student Catalog. Download, read, and sign each page by clicking or copying this link: <https://www.avelflightschool.com/pdf/Student-Catalog.pdf>

Ensure all five documents are scanned and emailed together in a single email to: fly@avelflightschool.com.

Fee Details:

Full Course Fee without discount: \$5,895.00

Examiner's Fee: \$900.00 is additional and is to be paid along with first payment

Seize the opportunity to elevate your career and join the elite league of aviation professionals. Enroll now and soar to new heights as a certified Aircraft Dispatcher!

Avel Flight School

Professional Aviation Training

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West Chicago, Illinois - 60185

Call: 847.466.5161 / 847.246.2231
Web: www.avelflightschool.com
Email: fly@avelflightschool.com