



Reason: To inform students, instructors, and US Flight Co staff the policy for student DPE checkrides

Scope: This applies to career and recreational students

It's important to keep a sound relationship with our DPE's canceling checkrides for whatever reason demonstrates our lack of reliability to DPE's therefore the following policy will be in place for all US Flight Co students (career and recreational)

1. **Approved Cancelations:** An acceptable cancelation of a DPE checkride includes poor weather, student illness, or aircraft type not available
 - A. Approved Weather Cancelation: student must to US Flight Co the METAR conditions at time of DPE checkride. METAR must be for departing airport and DPE testing airport.
 - B. Aircraft maintenance conflict. Only if the same make and model aircraft is not available for a checkride. Please note checkrides take priority over all scheduled lessons.
 - C. Approved Student Illness: Students must provide a doctor's note. Doctors notes must be provided within 3 business days of DPE checkride cancelation
 - D. Acceptable ways to present the above information for an approved DPE cancelation include: Text 515-650-5558 or email office@usflightco.com
2. **Non Approved DPE Cancellations:** All other cancellations by the student will be non approved. Students will be charged whatever the DPE charges US Flight Co plus 50.00 dollars for unapproved cancellations. Students will not be able to schedule a DPE checkride until this fee is paid. Please note DPE's checkride fees range from \$700.00 dollars and up.