

Aviation Student Handbook

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IPS Final Capstone Presentation
Boise State University

INTRODUCTION

TVCC Aviation Program Director

Treasure Valley Community College Aviation Student Handbook

- Helicopter Program – contracted flight, began in September 2013
- Airplane Program – in-house, began September 2019

Innovation

New Document
Connects to Processes/Procedures

Emotional Intelligence

Considers Student Experience (New to Advanced)
Fair & Consistent
Standardized Processes

Creative Thinking

Imagine each situation/Write to Experiences

RESULTS

- Completed Handbook
- Supervisor-Edited, Approved
- Surveys
 - Supervisor
 - Lead Flight Instructors (2)
 - Students (2)
 - Full-Time Support Staff (1)



TREASURE VALLEY
COMMUNITY COLLEGE

Aviation Program
Student Handbook

Fall 2023

CONCLUSION

EXPECTATIONS

- Simple Project
- Quick to Implement

DELIVERABLE

- Full 28-Page handbook
- Editable annually/as needed
- To be published on TVCC Website, Aviation Page

PERSONAL EVALUATION

- More than expected
- Turned out as expected
- Used template for program consistency (Nursing Handbook)

REFERENCES

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