

AVIATION HANDBOOK

Louisiana State University at Alexandria



LSU OF ALEXANDRIA
PROFESSIONAL
AVIATION

Academic Year 2022-2023

This handbook contains the policies and procedures to be followed by students enrolled in LSUA's Aviation programs. If you are enrolled in one of the programs (Professional Aviation or Aviation Management), please read the handbook carefully as it outlines, among other things, all the requirements that you will have to meet before you take your first scheduled flight. If you have not met these requirements before flight instruction begins, your first flight will be delayed.

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Programs and FAA Flight Certifications and Ratings

LSUA offers two Aviation programs: Professional Aviation and Aviation Management. Each program is a concentration within LSUA's Bachelor of General Studies.

The Professional Aviation program is designed for students who wish to become multi-engine commercial pilots and flight instructors. The Aviation Management program is designed for students who wish to work in the aviation industry but in management-related positions rather than as commercial pilots.

Professional Aviation

Students who complete the Professional Aviation program will earn the following FAA Certifications/Ratings:

- Private Pilot Certificate
- Instrument Pilot Rating
- Commercial Pilot Certificate
- Flight Instructor Certificate (CFI)

Professional Aviation Students will also have the *option* of earning the following FAA ratings:

- Multi-Engine Pilot Rating
- Multi-Engine Flight Instructor Rating (MEI)
- Flight Instructor Instrument Rating (CFII)

Aviation Management

Students who complete the Aviation Management program will earn the following FAA Certifications/Ratings:

- Private Pilot Certificate

Note: All flight instruction will be provided by *Gulf Coast Aviation*, LSUA's flight school partner, and will be conducted under 14CFR Part 141. The instruction will be offered at Alexandria International Airport. All aviation ground courses, as well as other required aviation classroom courses, will be offered in Mulder Hall, Room 224, on the LSUA Campus.

Profession Aviation: Required Courses

Ground and Flight Courses (28)
AVIA 1001 - Private Pilot Ground (3)
AVIA 1010 - Private Pilot Flight I (1)
AVIA 1011 - Private Pilot Flight II (1)
AVIA 2001 - Instrument Pilot Ground I (3)
AVIA 2002 - Instrument Pilot Ground II (3)
AVIA 2010 - Instrument Pilot Flight I (1)
AVIA 2011 - Instrument Pilot Flight II (1)
AVIA 3001 - Commercial Pilot Ground I (3)
AVIA 3010 - Commercial Pilot Flight I (2)
AVIA 3011 - Commercial Pilot Flight II (2)
AVIA 4001 - Multi-Engine Ground (1)
AVIA 4010 - Multi-Engine Flight or AVIA 4999 – (1)
AVIA 4021 - Flight Instructor Ground (3)
AVIA 4030 - Flight Instructor Flight (1)
AVIA 4035 - Flight Instructor Instrument or AVIA 4999 - Internship (1)
AVIA 4040 - Multi-Engine Flight Instructor or AVIA 4999 – Internship (1)
A grade of “C” or higher is required in each of the above courses.
Other Aviation Courses (29)
AVIA 1020 – Introduction to Aerospace (2)
AVIA 2020 - Aircraft Powerplant Systems (3)
AVIA 3020 - Aerodynamics (3)
AVIA 3120 - Aviation Weather (3)
AVIA 3170 - Human Factors in Aviation (3)
AVIA 3220 - Aviation Law (3)
AVIA 3320 - Air Carrier Operations (3)
AVIA 4120 - Corporate Aviation (3)
AVIA 4220 - Aviation Safety (3)
AVIA 4320 - Airport Planning and Management and Airline Economics (3)
A grade of “C” or higher is required in each of the above courses.
General Education Courses (39)
ENGL 1001 - English Composition I (3)
ENGL 1002 - English Composition II (3)
MATH 1021 – College Algebra (3)
General Education Mathematics (3)
PHYS 2001 and PHYS 2002 or PHSC 1001 and PHSC 1002 (6)
General Education Biology (3)
General Education Social Science (6)
General Education Humanities (3)
General Education History (3)
General Education Communication Studies (3)
General Education Fine Arts (3)
A grade of “C” or higher is required in ENGL 1001 and ENGL 1002.

Enrichment Block Courses (24)
Enrichment Block One (12)
Enrichment Block Two (12)
<p>Students must select 12 hours from two of the Enrichment Blocks listed below:</p> <p>Business Administration (Accounting, Business, Business Law, Economics (except ECON 2010 and ECON 2020), Finance, Management, Management Information Systems, and Marketing)</p> <p>Criminal Justice</p> <p>Disaster Science and Emergency Management</p> <p>Education</p> <p>Humanities (English, History, Philosophy, Religion, Communication Studies, French, Interpretation, Spanish)</p> <p>Kinesiology</p> <p>Medical Laboratory Science</p> <p>Natural Science (Biology, Chemistry, Geology, Mathematics, Physical Science, Physics, Statistics)</p> <p>Nursing</p> <p>Psychology</p> <p>Radiologic Technology</p> <p>Social/Behavioral Sciences (Anthropology, ECON 2010 and ECON 2020, Geography, Political Science, Psychology, Social Work, and Sociology)</p> <p>Visual and Performing Arts (Fine Arts, Music, Theatre)</p>
Students must complete at least 45 semester hours at the 3000 level or above and at least 15 semester hours at the 4000 level.

Aviation Management: Required Courses

Aviation Courses (29)
AVIA 1001 - Private Pilot Ground (3)
AVIA 1010 - Private Pilot Flight I (1)
AVIA 1011 - Private Pilot Flight II (1)
AVIA 2220 - Fixed Base Operations (3)
AVIA 3120 - Aviation Weather (3)
AVIA 3170 - Human Factors in Aviation (3)
AVIA 3220 - Aviation Law (3)
AVIA 3320 - Air Carrier Operations (3)
AVIA 4120 - Corporate Aviation (3)
AVIA 4220 - Aviation Safety (3)
AVIA 4320 - Airport Planning and Management and Airline Economics (3)
A grade of "C" or higher is required in each of the above courses.
General Education Courses (39)
ENGL 1001 - English Composition I (3)
ENGL 1002 - English Composition II (3)
MATH 1021 – College Algebra (3)
General Education Mathematics (3)
General Education Natural Science (9)
General Education Social Science (6)
General Education Humanities (3)
General Education History (3)
General Education Communication Studies (3)
General Education Fine Arts (3)
A grade of "C" or higher is required in ENGL 1001 and ENGL 1002.
To meet the General Education Natural Science Requirement, students must take either six hours of biology and three hours of physical science or six hours of physical science (in a single discipline) and three hours of biology.
Other Required Courses (27)
ACCT 2001 - Financial Accounting (3)
MGMT 3200 - Principles of Management (3)
MKTG 3401 - Principles of Marketing (3)
MGMT 4620 - Human Behavior in Organizations (3)
DSEM 2010 - Introduction to Disaster Science and Emergency Management (3)
ECON 2020 - Principles of Microeconomics (3)
PSYC 2000 - Introduction to Psychology (3)
PSYC 4050 - The Psychology of Work: Industrial & Organizational Psychology (3)
ENGL 3002 - Technical Writing (3)
Electives (25)
Students must complete at least 45 semester hours at the 3000 level or above and at least 15 semester hours at the 4000 level.

Flight Course Fees

The chart below shows the fee for each flight course and the number of flight hours covered by the fee.

Flight Course	Fee	Hours
AVIA 1010 Private Pilot I (1 Credit Hour)	\$4600	19.8
AVIA 1011 Private Pilot II (1 Credit Hour)	\$4600	19.8
AVIA 2010 Instrument Pilot I (1 Credit Hour)	\$4900	20.8
AVIA 2011 Instrument Pilot II (1 Credit Hour)	\$4900	20.8
AVIA 3010 Commercial Pilot I (2 Credit Hours)	\$16,648	66.5
AVIA 3011 Commercial Pilot II (2 Credit Hours)	\$16,648	66.5
AVIA 4030 Flight Instructor (1 Credit Hours)	\$7350	31.6
AVIA 4010 Multi-Engine Flight (1 Credit Hours)	\$5,480	14.4
AVIA 4040 Multi-Engine Flight Instructor (1 Credit Hours)	\$5,480	14.4
AVIA 4035 Flight Instructor Instrument (1 Credit Hours)	\$4,680	19.9
		294.5 Hours

Students who need additional hours, beyond those covered by the course fee, can purchase them directly from the flight instruction provider. *Note: Payment to the provider must be paid **prior** to receiving the additional flight hours.*

Standard Tuition and Fees

Payment for all courses, including flight courses, includes a standard tuition and fee charge. The charge per hour is shown in the chart below:

Regular Tuition and Fees per Credit Hour	
One Hour	\$416.85
Two Hour	\$691.95
Three Hour	\$967.05

Textbooks and Supplies

Private Pilot Ground and Flight

CESSNA Sport/Private Pilot Course

This web-based course provides everything you need to obtain your Sport or Private Pilot Certificate. It's been designed to provide you with the knowledge, skills and confidence to embrace your future in aviation.

This course is for the pilot who is training in either a technically-advanced full-glass cockpit airplane or in an airplane with analog gauges. The training includes flight preview videos and full-motion diagrams of the course material, plus a complete FAA knowledge exam review program—and it's available anywhere you have Internet access. Your personal login will maintain a record of which sessions you have completed and will allow you to continue where you left off if you are interrupted. The course never expires and it is always kept up-to-date, so you'll have access to all of the in-depth knowledge sessions and flight previews well after you have completed your training. Includes Garmin Pilot Premium 1 Year License - Kit Version.

CESSNA Practical Test Course

Prepares you to demonstrate both your aviation knowledge for the oral exam and how to demonstrate your proficiency of the required private pilot maneuvers for the flight portion of your checkride—everything you need to know to show your examiner that you are truly ready to be Pilot-in-Command with the new FAA ACS checkride.

Enrollment Keys and Login Instructions can be purchased from LSUA Bookstore

Instrument Pilot Ground and Flight

CESSNA Instrument Rating Course

This web-based course provides everything you need to obtain your Instrument Pilot Rating. It's been designed to provide you with the knowledge, skills and confidence to embrace your future in aviation.

This course is for the pilot who is training in either a technically-advanced full-glass cockpit airplane or in an airplane with analog gauges. The training includes flight preview videos and full-motion diagrams of the course material, plus a complete FAA knowledge exam review program—and it's available anywhere you have Internet access. Your personal login will maintain a record of which sessions you have completed and will allow you to continue where you left off if you are interrupted. The course never expires and it is always kept up-to-date, so you'll have access to all of the in-depth knowledge sessions and flight previews well after you have completed your training. Includes Garmin Pilot Premium 1 Year License - Kit Version.

CESSNA Practical Test Course

Prepares you to demonstrate both your aviation knowledge for the oral exam and how to demonstrate your proficiency of the required instrument pilot maneuvers for the flight portion of your checkride—everything you need to know to show your examiner that you are truly ready to be Pilot-in-Command with the new FAA ACS checkride.

Enrollment Keys and Login Instructions can be purchased from LSUA Bookstore

Other Supplies: E6B Flight Computer Plotter, Logbook

Fees for FAA Written Exams and Check Rides

Students will be responsible for paying for required FAA Written Exams and Check Rides. Approximate costs are listed below:

- FAA Private Pilot Written Exam Fee: Approximately \$175
- FAA Private Pilot Oral and Practical Exam Fee + Aircraft Rental: Approximately \$920
- FAA Instrument Pilot Written Exam Fee: Approximately \$175
- FAA Instrument Pilot Oral and Practical Exam Fee + Aircraft Rental Fee: Approximately \$920

FAA Written Exam fees are paid directly to the testing center that administers the exam. Effective Spring 2023, FAA written exams can be taken with LSUA Testing Services, located on the second floor of the Student Center, West Wing (directly above the bookstore).

Note: You will receive a ground school certificate for each ground school course that serves as a corequisite for a flight course. You will need to present this certificate to the testing center where you will take the FAA Written Exam. Specific instructions for scheduling written exams will be provided by your ground course instructor.

Aircraft Rental Insurance

All current renters and solo students of Gulf Coast Aviation are required to have renter's insurance prior to their first solo flight. The cost per year is approximately \$225. Gulf Coast Aviation will provide students with the names of third-part insurance providers. Once purchased a copy of the insurance policy should be provided to Gulf Coast Aviation.

Flight Scheduling

Flight instruction shall be scheduled by each individual student using Gulf Coast Aviation's online flight scheduling system. Flight instruction will be available up to 7 days a week as required to meet demand and training curriculum requirements. LSUA students will work with Gulf Coast Aviation via their online scheduling system to fly a minimum of two flight training events each week. Students may opt to fly more than twice each week in order to meet course requirements. Provider and LSUA reserve the right to optimize the scheduling process as required to meet the demands of the curriculum and balance the flight time needs of all LSUA Students.

Flight Cancellation Policy

Students may call at any time to cancel a reservation. If the cancellation is at least 48 hours before a scheduled reservation, no cancellation fee will be assessed. Otherwise, a fee equivalent to 1 hour of the aircraft will be assessed to the renter.

Students with Instruction Cancellation. Students may call at any time to cancel a reservation. If the cancellation is at least 48 hours before a scheduled reservation, no cancellation fee will be assessed. Otherwise, a fee equivalent to 1 hour of the aircraft and 1 hour of instructor's flight rate will be assessed to the renter.

Student will need to provide Gulf Cast Aviation with their credit card information so they can be billed for late fees.

Required Documents

New aviation students will be required to provide the following documents:

- Driver's License
- U.S. Passport or Birth Certificate (required by Transportation Security Administration)
- Photo
- Completed Registration Forms for Gulf Coast Aviation
- Medical Certificate

Each student must apply for and receive a 3rd class medical prior to *flying solo but preferably before beginning any flight instruction*. The medical examination can only be performed by an AME, Aviation Medical Examiner. For a list of authorized AMEs in your area go to <https://medxpress.faa.gov> or choose from the list of examiners provided below:

- Stafford Occupational Medical Clinic, 207 West mark Blvd, Lafayette, LA 70506, (337) 984-1346, staffordclinic.com
- Dr. Galeno Sabilia, 811 Albertson Parkway Suite F, Broussard, LA 70518. Phone (337) 837-3615. Call ahead for an appointment.
- Dr. Ronald Jenkins, 501 West Saint Mary Blvd., Suite 100, Lafayette, LA 70506. Phone (337) 983-0700. call ahead for an appointment.
- Dr. Clois Slaughter, 3425 North Boulevard, Suite B, Alexandria, LA 71301. Phone (318) 442-2339.

The cost of a 3rd class medical ranges from \$75 - \$150.

Note: Many physical conditions can limit your ability to be granted an FAA medical certificate including mental health issues, color blindness, driving violations, felonies, diabetes, and certain medications. An alcohol or drug conviction will follow you through your entire aviation career.

Funding Sources for Aviation Students

Pursuing and earning FAA Certifications and Ratings is an expensive proposition and for most students requires funding beyond what they or their families can provide. A list of and explanation of additional sources of funding is provided below:

1. Federal Financial Aid

Because you are enrolled in a college program, you are eligible to apply for federal funding to cover your educational expenses. To receive such funding for each year of your college enrollment, you must submit a FAFSA application. The web address for the FAFSA Application is <https://studentaid.gov/h/apply-for-aid/fafsa>. To ensure that aid for which you are eligible is received before LSUA's payment due date, be sure to submit your FAFSA application early, preferably in the spring semester prior to the beginning of the new academic year. The types of aid for which you will be considered are listed below:

Federal Pell Grant

\$672-\$6,495 per year, if eligible.

Note: the Pell Grant is free money that does not have to be paid back to the Federal Government. It is means-tested, however; in other words, the amount for which you are eligible depends on your annual income or your family's annual income.

Federal Direct Student Loans

Student loan money is allocated to eligible students on an annual basis and according to their academic classification. Yearly loan limits for each classification are listed below:

- Freshman (up to 29 earned hours) Dependent-\$5,500, Independent \$9,500.
- Sophomore (30-59 earned hours) Dependent-\$6,500, Independent \$10,500.
- Junior/Senior (60+ earned hours) Dependent-\$7,500, Independent \$12,500.

The Lifetime Loan Limit for a dependent student is \$31,000 and for an independent student \$57,500. To be considered an independent student you must be at least 24 years of age or married.

Note: Payments for federal student loans do not have to be paid until after you graduate your program or cease attendance. Interests are lower than typical commercial loans.

Parent Plus Loan

Dependent students who exceed their annual loan limit can have one of their parents submit a request for additional funding. Annual limit is the cost of attendance minus all other aid. Parent Plus Loan is credit based, and, therefore, can be denied. If the parent is denied, the student can then borrow up to the independent loan amount.

2. State Financial Aid

TOPS (Taylor Opportunity Program for Students)

Students who have graduated from high school in the year prior to their first semester of college enrollment may be eligible to receive a TOPS award. The types of award and eligibility requirements for each are listed below

- Opportunity Award \$4,894 per year-at least a 20 ACT and 2.5 high school GPA on TOPS Core curriculum.
- Performance Award \$5,294 per year-at least a 23 ACT and 3.0 high school GPA on TOPS Core curriculum.
- Honors Award \$5,694 per year- at least 27 ACT and 3.0 high school GPA on TOPS Core curriculum.

For more information about TOPS scholarships and eligibility requirements, visit the website below:

<https://mylosfa.la.gov/students-parents/scholarships-grants/tops/>

3. Institutional Scholarships (LSUA)

LSUA offers some scholarships to first-time freshmen and transfer students. The award amounts and eligibility requirements are listed below:

- \$500-\$3,000 per year for first-time freshman. Must have a 2.5 high school GPA and 20 ACT.
- \$1,000-\$1,500 per year for transfer students with at least a 2.5 college GPA.

4. Private Educational Loan Options

Private loan options are available via companies such as Sallie Mae, College Avenue, SoFi, etc.. Loans are credit based and amounts that may be borrowed are typically limited to the cost of attendance minus other aid.

- <https://www.salliemae.com/student-loans/>
- <https://www.collegeavestudentloans.com/>
- <https://www.sofi.com/private-student-loans/>
-

A good resource for information about private loans is <https://studentloanhero.com/>.

Note: For additional information about funding sources, visit LSUA's Financial Aid webpage at <https://www.lsua.edu/financial-aid> or make an appointment to speak to one of LSUA's financial aid counsellors. Contact information is available at <https://www.lsua.edu/financial-aid/meet-the-team>.

Dates and Deadlines for Flight Courses

The following flight courses are being offered for the Spring 2023 semester:

AVIA 1010 Private Pilot Flight I Section 001X

Duration: 1/9/2023: 5/5/2023

Last day to drop and receive a full refund (100% minus non-refundable fees): Monday, January 23.
No refunds can be issued after that date.

Last date to drop and not receive a "W" grade: Friday, January 27.

Last date to drop the course with a "W" grade is Friday, March 31.

AVIA 1011 Private Pilot Flight II Section 001X

Duration: 1/9/2023: 5/5/2023

Last day to drop and receive a full refund (100% minus non-refundable fees): Monday, January 23.
No refunds can be issued after that date.

Last date to drop and not receive a "W" grade: Friday, January 27.

Last date to drop the course with a "W" grade is Friday, March 31.

AVIA 1011 Private Pilot Flight II Section 271X

Duration: 3/13/2023 - 4/30/2023

Last day to drop and receive a full refund (100% minus non-refundable fees): Wednesday, March 15
No refunds can be issued after that date.

Last date to drop and not receive a "W" grade: Wednesday, March 15

Last date to drop the course with a "W" grade: Monday, April 10

AVIA 2010 Instrument Pilot Flight I Section 001X

Duration: 1/9/2023: 5/5/2023

Last day to drop and receive a full refund (100% minus non-refundable fees): Monday, January 23.
No refunds can be issued after that date.

Last date to drop and not receive a "W" grade: Friday, January 27.

Last date to drop the course with a "W" grade is Friday, March 31.

AVIA 2010 Instrument Pilot Flight I Section 271X

Duration: 3/13/2023 - 4/30/2023

Last day to drop and receive a full refund (100% minus non-refundable fees): Wednesday, March 15
No refunds can be issued after that date.

Last date to drop and not receive a "W" grade: Wednesday, March 15

Last date to drop the course with a "W" grade: Monday, April 10

Awarding of Credit, Incomplete Grades, and Course Progression

Credit for FAA Certificates and Ratings earned prior to LSUA enrollment

Students who have earned the FAA Private Pilot Certificate prior to their enrollment at LSUA will be granted PLA credit for AVIA 1001 Private Pilot Ground, AVIA 1010 Private Pilot Flight I, and AVIA 1011 Private Pilot Flight II 5. Once enrolled in LSUA's Professional Aviation program, however, such students must complete all subsequent flight instruction through the program and its contracted flight instruction provider.

Incomplete Grades

If, for some reason, you have not completed the requirements of your flight course by the last day of the course, you will be given an incomplete grade ("I") and granted 30 days to complete the remaining course requirements. Additional time may be granted on a case-to-case basis. If, after the additional time has passed, you have still not completed the remaining requirements, you will be assigned an "NC" grade (no credit). If, at that point, you still wish to earn credit for the course, you will have to reenroll in it and pay the required course tuition and fees.

Program Protocols

Communication

Electronic communication between students and program faculty/staff will occur via LSUA email. Some instructors may set up text groups to get messages to students quickly.

Students may also visit program faculty/staff in their campus offices. Scheduled office hours will be emailed to students before the beginning of each academic semester.

Class Attendance

As a student, you are responsible for attending the scheduled classes for the courses in which you are enrolled. If you miss a class, even if your absence is excused and relates to an illness or emergency, you are responsible for finding out what work you missed and for getting class notes and assignments. Note: Each instructor has the authority to set specific class policies for attendance and late work. Each student enrolled in the course is subject to these policies.

Academic Integrity

As a community, LSUA is dedicated to a standard of character, exemplified in the Honor Code, for the betterment and furtherance of the university. Organized around the five core principles of honesty, open-mindedness, nobleness, originality, and responsibility, the code constitutes the core of every interaction, policy, and procedure. As a member of the LSUA community, we express our pride and commitment by striving to be:

Honest – We strive to be truthful and accurate in our words and upright and fair in our dealings with others.

Open-minded – We strive to be receptive to new ideas and arguments; be unprejudiced and impartial in our evaluation of those ideas or arguments; and be willing to ask honest questions about them.

Noble – We strive to cultivate a noble character; to pursue excellence in all we do by holding ourselves to the highest standard while showing others forbearance and selflessness.

Original – We strive to be true to ourselves; to think independently; to evaluate information from our own perspective; and to produce work in a creative and wholly individual manner.

Responsible – We strive to be responsible for tasks that are ours by completing our own tasks, taking credit only for our own work, and acknowledging outside help.

Safety Concerns

If you have a concern about the plane you've been flying in, it is your responsibility to document the concern in the Discrepancies Log located in the Documentation Binder in the plane. Your flight instructor will provide more detailed instructions about following the documentation process. LSUA takes concerns about safety very seriously and is committed to addressing them when they arise.

Program Tips

Fly Regularly So You Don't Have to Repeat Lessons

This is probably one of the most important things you can do to develop your flight skills and ensure that you pass the FAA Check Ride on time.

If you fly only every week or two there is going to be a lot of knowledge lost in between lessons. The more often you fly, the more quickly you will acquire the book knowledge needed to become a pilot and the muscle memory of flying the airplane and improving as an aviator.

If you think you can fly only once or twice per month, you should consider waiting for a semester when you can be at the airport at least twice per week. Flying regularly and frequently makes ALL the difference in terms of knowledge retention and momentum in flight training.

Develop Effective Study Skills So You Don't Have to Retake Exams

The SQ3R method is a reading comprehension technique that helps students identify important facts and retain information within their textbook. SQ3R (or SQRRR) is an acronym that stands for the five steps of the reading comprehension process. Try these steps for a more efficient and effective study session:

Survey: Instead of reading the entire book, start by skimming the first chapter and taking notes on any headings, subheadings, images, or other standout features like charts.

Question: Formulate questions around the chapter's content, such as, What is this chapter about? What do I already know about this subject?

Read: Begin reading the full chapter and look for answers to the questions you formulated.

Recite: After reading a section, summarize in your own words what you just read. Try recalling and identifying major points and answering any questions from the second step.

Review: Once you have finished the chapter, it's important to review the material to fully understand it. Quiz yourself on the questions you created and re-read any portions you need to.

Access Available Resources to Prepare for Oral and Practical Exams (Check Ride)

The oral and practical exams are conducted at the same time by an FAA examiner, which will be the final test of your training before you become a private pilot.

The oral is simply a verbal test that can last up to a couple of hours, followed by the actual flight test that is usually a couple of hours as well.

While examiners have some freedom to choose what they ask in the exam, it must adhere to the Airmen Certification Standards (ACS), and you can download these for free [online](#). In other words, you can see the test before you take it and know what can possibly be asked!

Granted, there is a lot of information to know so it's easier said than done but theoretically there's no reason you should be unprepared as you already know what they will be required to ask you.

Program Personnel

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