

BS & AAS Air Traffic Management Admission Requirements

Air Traffic Management (ATM) admission requirements are in addition to college admission requirements. Applicants are considered for admission using a formula approved by the ATM Admissions Committee. Admission is competitive, not all applicants will be accepted.

The most current criteria for admission to the ATM can be found at the ATM Entrance Requirements Page located on the MGC ATM Home Page: <http://www.mgc.edu/aviation/atc/4yr.cfm> . Applications to the program are available on the ATM Home Page. In order to be considered for admission, applications and transcripts must be received by the deadlines published on the ATM Home Page.

1. As of this printing, minimum criteria for admission to the Air Traffic Management program include:
 - A. Application to and eligibility for acceptance to Middle Georgia College.
 - B. Completion of any required college placement tests and remedial courses.
 - C. Completion of at least 12 hours of courses required for the ATM Program with a minimum GPA of 2.0. Students with Academic Renewal (AR) must complete at least 12 semester hours before the AR-GPA is considered.
 - D. Completion of AERO 1200, MATH1111, & ENGL 1101 with a grade of "C" or better for each course. Overall GPA in these courses will be utilized to select the top students for entry into the ATM program.
 - E. Essential Competencies Policy: The Americans with Disabilities Act (ADA) ensures the qualified applicant with a disability the opportunity to pursue program admission at public institutions. To determine whether an individual is a qualified applicant for programs or services, the ADA states that applicants must meet essential competency requirements. A list of essential competencies is available. Essential competencies include critical thinking, communication, interpersonal skills, mobility, tactile ability, vision, and hearing. All students will be held to the same standards and must be able to perform the essential competencies of their program with or without reasonable accommodation. The Air Traffic Management program at MGC is unable to make accommodations that impose an undue burden, present a threat to the health or safety of the individual or others, or fundamentally alter the nature of the curriculum in laboratory sessions. Questions about the accommodation process may be directed to the Director of Student Services at (478) 934-3023.
 - F. A student who has had two unsuccessful attempts in any aviation program will be ineligible for admission to the ATM Program.
2. All applicants not selected must reapply to be considered for future classes.

Note: Any conviction more serious than a traffic ticket may impact your eligibility for Federal Aviation Administration (FAA) employment. It is the applicant's responsibility to contact the FAA or the Office of Personnel Management (OPM) with any concerns about background issues.

BS & AAS Air Traffic Management Program Academic Requirements

1. ATM Academic Requirements:

A. Students must comply with guidelines published in the ATM student policies. Students are provided with these policies on the first day of class each semester.

B. A minimum ATM core (Area F) grade-point average of 2.5 is required to enter and/or remain in the ATM program.

C. ATM courses are sequential. If a student fails an ATM course, that course or its equivalent must be successfully completed before the student can progress in the sequence. All Area F course requirements must be met with a grade of C or better. The theory grading system is: A=90-100, B=80-89, C=75-79, D=60-74, F= below 60. Grades will not be rounded.

D. A student who has failed one Air Traffic Management course at another program may be allowed to apply, provided the student is eligible to return to the transferring program. A student who has failed two ATM courses will not be allowed to enter the ATM program.

E. A student who receives a "D" or "F" in any ATM Course after aero 1200 (Area F) will be removed from the program. Students desiring to return to an ATM Course (Area F) in which they received a grade of "D" or "F", must have met the following criteria:

- i. Apply for reentry consideration.
- ii. Maintain an overall GPA of 2.0.

F. The ATM program must be completed within 4 years for A.A.S. students and 6 years for B.S. students. Students applying for reentry will be required to repeat any ATM courses that will exceed the four-year limit as of the projected date of graduation.

2. Exit Examination Requirement:

A. Students enrolled in AERO 4203 will be required to take and pass an exit examination (CTI Exam: Passing score of 80 or above). The examination will be given at the end of AERO 4203. Students who fail to make the required score will be given a second chance to take the examination. The second test shall be completed prior to the end of the following semester of which the unsuccessful exam was taken. Students who are unable to make the required score on the second opportunity will not be recommended to the Federal Aviation Administration (FAA).

B. A student may satisfy the requirements for an ATM degree and yet not receive a recommendation to the FAA because of a second failure on the CTI Exam.

MIDDLE GEORGIA COLLEGE
Air Traffic Management Application

Application Process:

Step 1: Apply to Middle Georgia College (MGC) and complete the required classes; AERO 1200, MATH 1111, and ENGL 1101.

Step 2: Complete this application and mail or hand deliver to: (Air Traffic Management Department)

Air Traffic Management Applications
Middle Georgia College Aviation Campus
71 Airport Road
Eastman, GA 31023

Step 3: Deadline for application is by midterm of fall, spring, or summer semesters. You can expect to hear from MGC regarding your application for admission to the Air Traffic Management Program once final grades are posted and all applicants are evaluated. If you have questions regarding your application to the Air Traffic Management Program, please call the Department Chair at 478-448-4701.

Last Name	First Name	Middle Initial	
Maiden Name or Other Names Used		Date of Birth	
Street Address	City	State	Zip Code
Home Phone #	Cell Phone #	Email	
MGC ID #			