

इंदिरा गांधी राष्ट्रीय उड़ान अकादमी
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अभ्यासेन दक्षः

प्रशिक्षण प्रगति नीति २०२६
TRAINING PROGRESSION POLICY
2026

Applicable to:

CPL Cadets | AME School
सीपीएनकैडेट | एएगई स्कूल

Effective from: Course 2311 onwards

Issued by: Director, IGRUA

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Purpose And Scope

1. This Policy governs the structured progression of all cadets/students enrolled in the following programmes of IGRUA:

- (a) Commercial Pilot Licence (CPL) Training Programme
- (b) Aircraft Maintenance Engineering (AME) School

2. The objective is to ensure that all cadets inducted in a given course progress cohesively through ground and flying training, are assessed through transparent and uniform evaluation mechanisms, graduate together at a common Convocation, and are placed through a structured Placement Board. This Policy shall be read in conjunction with the Termination Policy of IGRUA.

Intake Structure And Course Batches

3. **Intake Structure** At present, IGRUA admits CPL cadets in two batches per year:

<u>Induction Month</u>	<u>Strength</u>
July	65 cadets
January	60 cadets

4. **Transition to Unified Intake** With effect from the course commencing two years after the effective date of this Policy, IGRUA shall transition to a single annual induction of all 125 cadets in one unified batch. This will ensure:

- (a) All cadets commence training together and progress as a single cohort
- (b) Ground and Flying training timelines are fully synchronised
- (c) A single Convocation is held for all graduating cadets of the course
- (d) One consolidated merit list is prepared for Ground and Flying assessments

5. **Permissible Flying Backlog** During the flying training phase, a backlog of between 15 and 25 hours between cadets within the same course is permissible. A backlog exceeding 25 hours shall trigger a review by the DCFI/CI and shall be documented with reasons. Remedial scheduling shall be implemented immediately. In addition, the DCFI/CI shall maintain a monthly comparative flying progress chart for all cadets in a course, and shall brief the Director at each monthly training review on cadets whose flying backlog exceeds 15 hours, with reasons and a remedial scheduling plan.

GROUND TRAINING — ASSESSMENT AND MERIT

6. **Duration and Syllabus** Ground training shall be of six (6) months duration as per the approved DGCA syllabus. Subjects covered include Air Navigation, Meteorology, Air Regulations, Technical General and Technical Specific, inter alia. The Ground Training Department shall be responsible for delivery, assessment and merit preparation.

7. **Assessment Structure**

Component	Description	Weightage
Unit Tests	Subject-wise Unit Test	25%
Mid-Term Exam	Comprehensive examination covering syllabus up to mid-course	25%
Final Exam	End-of-ground-training examination covering full syllabus	50%

8. **Merit Preparation — Ground Training** The Chief Ground Instructor shall:

(a) Maintain individual cadet score records from Unit Tests, Mid-Term and Final Examinations in a secure digital/physical register.

(b) Calculate composite Ground Training Score (GTS) as a weighted aggregate per the structure above.

(c) Prepare the Ground Merit List in descending order of GTS upon conclusion of ground training,

(d) Submit the Ground Merit List to the Director for approval and notification,

9. **Minimum Qualifying Marks** Ground Training Score (GTS) to be eligible for progression to flying training and for inclusion in the Final Merit List and Convocation. Cadets' evaluation and assessment for the purpose of this policy will be governed by IGRUA Training & Procedure Manual Part 1 Chapter 4 issued in April 2022.

FLYING TRAINING — ASSESSMENT AND MERIT (CPL CADETS)

10. **Flying Training Programme** CPL Cadets shall undertake a minimum of 200 hours of flying training comprising dual instruction, solo cross-country, instrument flying and night flying as prescribed by DGCA.

11. **Flying Assessment Stages** The Flying Faculty shall assess cadets at defined milestones throughout the programme. A standardised Flying Progress Assessment (FPA) shall be recorded at each stage:

Stage	Milestone	Record
S-1	First Solo	FPA Form S1
S-2	Nav Release	FPA Form S2
S-3	Single Engine - 185	FPA Form S3
S-4	Final 200 Hrs	FPA Form S4

12. **Training Records and Log Books.** Maintaining accurate and complete training records is a fundamental professional obligation. Cadets shall:

- (a) Ensure all training sessions, briefings, tests, and extra training are correctly entered in both the Training Records and the Flying Log Book immediately upon completion.
- (b) Present their training records to the instructor before each sortie. Progress checks and official tests shall not be conducted if training records are not correctly completed.
- (c) Note that training records not correctly filled out, without valid reason, may result in disciplinary action, including a reprimand, grounding, or a yellow slip.

13. **Flying Assessment Marking Mechanism.** Each FPA Form shall capture the following scored elements averaged out of 100:

- (a) Air Exercises: Scored out of 100 per exercise as per DGCA Flight Test Standards.
- (b) Airmanship and Situational Awareness: Scored out of 100.
- (c) CRM / Decision Making: Scored out of 100.
- (d) Ground Briefing / Debriefing: Scored out of 100.

14. **Flight Instructor's Responsibility.** The Flying Instructors (FIs/AFIs) have a primary responsibility for monitoring each cadet's progress and taking timely corrective action. In furtherance of this, they shall:

- (a) Maintain the motivation of cadets and adapt training pace to individual learning capacity.
- (b) Evaluate flying skills at each sortie and identify learning difficulties at the earliest opportunity.
- (c) Keep the FII/DCFI regularly informed of each cadet's progress, with particular reference to exercises graded "Unsatisfactory" or assessed as "below average."
- (d) Ensure the FTPR is accurately maintained and that any cadet taking over a fresh student reviews prior FTPR entries before commencing instruction.

15. The DCFI/CI shall compile FPA scores across all stages to derive a Flying Training Score (FTS). FPA records shall be maintained in the cadet's Training Dossier and shall be accessible to the Director at all times.

16. **Procedure for Extra Training (PET) — Flying and Simulator Training**. Whenever slow or insufficient progress is observed during flying or simulator training, the following procedure shall apply:

(a) If *slow progress* is recorded in the Flying Training Progress Report (FTPR) for **two consecutive sorties**, this shall automatically trigger a requirement for extra training.

(b) The instructor shall fill out a **Procedure for Extra Training (PET) Form** and forward it to the FII for recommendation, who shall forward it to the DCFI/CFI for approval. Extra training shall only be conducted after the PET form has been approved.

(c) The PET Form shall be stapled to the FTPR at the relevant sortie page and shall be noted in the instructor comment box as *"PET Form Raised."*

(d) The total extra training permissible in each phase is limited as follows:

<u>Phase</u>	<u>Description</u>	<u>Limit</u>
Phase I	Pre-Solo	4:00 h
Phase II	Post-Solo Consolidation	4:00 h
Phase III + IV	General Flying (GF)	2:00 h
Phase V	Navigation	4:00 h
Phase VI	Night Flying (NF)	1:30 h
Phase VII	Formation	1:00 h
Phase VIII	Pre-CPL Test Consolidation	Nil
Phase IX	Multi-Engine (M/E)	2:00 h

(e) Extra training hours approved in one phase **cannot** be carried forward to another phase.

(f) When a requirement for extra training arises **twice within the same training phase**, this shall automatically trigger a Hearing Board under the Termination Policy.

(g) Complete or partial failure of any progress check or skill test shall also yield a requirement for extra training. The DCFI/CFI and the cadet's assigned instructor shall agree on a course of action before a re-test is administered.

17. **Conduct of a Training Session with Slow Progress.** When a cadet encounters learning difficulties during a sortie, the instructor shall continue the session focusing on the exercises that require reinforcement, rather than proceeding to new exercises. Proceeding to new exercises prematurely is contrary to the building-block concept of flight training. The instructor shall:

- (a) Inform the cadet clearly about the need for a PET and explain the corrective measures required.
- (b) Conduct an honest debrief, while endeavouring to close on a constructive and encouraging note.
- (c) Ensure the PET Form is raised and processed as per Para 13A above before the extra sortie is scheduled.

18. **Failure at Key Assessment Points** Failure at any of the following shall result in a requirement for extra training (PET Form to be raised) and, if applicable, escalation under the Termination Policy:

- (a) First Solo Check
- (b) Navigation Release Check
- (c) 250 NM Day Navigation Test
- (d) 120 nm Night Navigation Test
- (e) Skill Test — Day, Single Engine
- (f) Skill Test — Night, Single Engine
- (g) Skill Test — Day, Multi-Engine
- (h) Skill Test — Night, Multi-Engine
- (i) Instrument Rating Test (IRT) — Multi-Engine
- (j) Progress tests at the 5-hour and 10-hour stages
- (k) Type-specific progress test before transitioning to the second aircraft type.

19. **Merit Preparation — Flying Training** The DCFI/CI shall:

- (a) Compile FTS for each cadet from all four assessment stages.
- (b) Prepare the Flying Merit List in descending order of FTS upon completion of 200 hours or CPL skills test clearance.
- (c) Submit the Flying Merit List to the Director for approval and notification.

AME SCHOOL — ASSESSMENT AND MERIT

20. The AME School at IGRUA shall adopt an identical progression and assessment philosophy as prescribed for CPL Cadets, adapted to the AME curriculum and DGCA AME licensing requirements.

21. **Assessment Structure — AME**

Component	Description	Frequency	Weightage
End-Semester Theory	Internal Theory Examinations	6 months	40%
End-Semester Practical	Internal Practical Assessments	6 months	30%
DGCA License Examinations	Performance in DGCA AME Module Examinations	As per DGCA schedule	30%

22. **DGCA License Examination Performance — AME School**. Given that the primary objective of AME training is the award of a DGCA Aircraft Maintenance Engineer License, performance in the DGCA Module Examinations shall be accorded formal recognition in the merit framework. For this purpose:

(a) The **number of attempts** taken to clear each DGCA Module Examination shall be recorded and factored into merit, with fewer attempts reflecting higher merit.

(b) The **marks or grade obtained** in each DGCA Module Examination, where disclosed by DGCA, shall be incorporated into the AME Training Score.

(c) A student who clears all required DGCA Modules in the **first attempt** shall be awarded a merit bonus as determined by the Training Manager AME, subject to approval by the Director.

(d) The Training Manager AME shall maintain a DGCA Examination Performance Register for each student, recording attempt numbers, outcomes, and scores for all Modules, and shall factor the same into the AME Merit List.

23. **Merit Preparation**. The Training Manager AME School shall maintain individual student records — encompassing internal theory and practical assessments as well as DGCA License Examination performance — and shall prepare the AME Merit List upon conclusion of the programme. The Merit List shall be a composite score derived from internal assessments and DGCA Examination performance as per the weightages prescribed in Para 20 above. The Merit List shall be submitted to the Director and shall be used for Placement Board prioritisation and any vacancies or opportunities arising for AME students.

CONVOCATION, MERIT AND PLACEMENTS

24. **Convocation**. A formal Convocation ceremony shall be held upon completion of training by all eligible cadets of a course. The Convocation shall be organised by IGRUA under the authority of the Director. The ceremony shall confer CPL/AME certificates and awards to graduating cadets. The Convocation under this Policy covers CPL cadets and

AME School students only. B.Sc. Aviation degree conferment is governed by RGNAU convocation norms and is outside the scope of this Policy.

25. **Merit Lists for Convocation.** Three separate merit lists shall be prepared and notified at Convocation:

(a) **Ground Training Merit List** — based on composite Ground Training Score (GTS)

(b) **Flying Training Merit List** — based on Flying Training Score (FTS) [CPL Cadets only]

(c) **AME School Merit List** — based on composite AME merit score including DGCA License Examination performance, as per the AME assessment framework.

26. Merit Lists shall be approved by the Director and displayed on the IGRUA Notice Board and website (www.igrua.gov.in) upon notification.

27. **Honours & Awards.** The following awards shall be conferred at Convocation:

(a) Best in Ground Training — Cadet with highest GTS

(b) Best in Flying — Cadet with highest FTS

(c) First in Overall Order of Merit — Highest combined Ground and Flying merit (CPL Programme)

(d) Best in AME — Cadet with the highest composite AME merit score, with distinction noted if all DGCA Module Examinations were cleared in first attempt.

28. **Placement Board.** The Placement Board is a structured recruitment interface between graduating cadets and the aviation industry, organised by IGRUA immediately following Convocation.

29. **Timing and Organisation.** The Placement Board shall be planned and organised by the Akademi immediately after Convocation. The Student Counsellor and Training Manager (AME) shall coordinate with major airlines, MRO organisations, aviation service providers and other aviation industry stakeholders. Invitations shall be extended to participating organisations at least 60 days before the Placement Board.

30. **Merit-Based Participation.**

(a) Cadet participation in Placement Board interviews shall be open to all Convocation graduates.

(b) Companies shall be provided the Final Merit Lists (Ground and Flying) to facilitate merit-based shortlisting.

(c) IGRUA shall facilitate the recruitment process without exercising discretion in individual selections.

31. **Participating Organisations.** The following categories of organisations shall be invited to the Placement Board:

- (a) Scheduled Domestic Airlines (e.g., IndiGo, Air India, SpiceJet, Akasa Air)
- (b) International Airlines (as applicable)
- (c) MRO and AME sector companies (for AME School graduates)
- (d) Charter and Business Aviation operators
- (e) Aviation training organisations and academies
- (f) Any other aviation industry body as deemed appropriate by the Director

33. **Vacancies Within IGRUA.** IGRUA cadets and graduates shall be accorded priority consideration for vacancies arising within the Akademi for which they are eligible. Selection shall be strictly on merit as per the published Merit Lists.

33. **Eligible Positions for CPL Cadets.**

Position	Eligibility Criterion	Selection Basis
Assistant Flying Instructor (AFI)	CPL with AFI Rating, minimum required FTS score	Flying Merit List + other selection process criteria as per SOP
Air Traffic Control Officer (ATCO)	CPL	Combined Merit + Interview
Simulator Instructor	CPL/AFI Rating, simulator qualification	Flying Merit List + Interview
Trainee Mechanic	AME School pass out	Final merit
Other Technical/Flying Vacancies	As notified by IGRUA from time to time	Merit + Specified Criteria

34. **Procedure.** Following procedure shall be followed for internal selection.

- (a) Vacancies shall be notified internally to all eligible cadets before external advertisement
- (b) Selection shall be effected by a duly constituted Selection Committee under the authority of the Director
- (c) Merit List position shall be the primary criterion; in case of tie, higher Flying Merit rank shall prevail.

35. **Exemptions and Deferrals.** While the Policy mandates cohort-based graduation and a single Convocation, the following categories of cadets shall be eligible for deferral from the main Convocation to a subsequent date:

Category	Criterion	Authority

(a)	Academic Backlog	Cadet who has not cleared one or more ground subjects within the stipulated course period	Director on recommendation of CGI
(b)	Flying Backlog	Cadet with flying hours backlog exceeding 25 hours beyond course completion benchmark	Director on recommendation of CI
(c)	Medical Exigency	Cadet grounded by DGCA/DGCA-authorized medical board during the course period; fit to resume subsequently	Director on receipt of medical clearance
(d)	Disciplinary Action	Cadet under suspension, inquiry or serving a disciplinary penalty at the time of Convocation	Director on conclusion of inquiry
(e)	Other Force Majeure	Personal emergencies, family bereavement or other documented exigencies approved by the Director	Director's discretion

Note:

(i) Deferred cadets shall be eligible for Convocation upon successful completion of pending requirements. They shall be included in the next available Convocation cycle and shall be listed separately on the Merit List with their original course batch identifier.

(ii) For clarity in implementation, the detailed step-by-step procedure governing extra training and Hearing Boards specifically applicable when a cadet fails to achieve the First Solo standard shall be as prescribed in the applicable TPM.

36. **Relationship with Termination Policy.** This Policy shall be read in conjunction with the Termination Policy for Trainees issued by IGRUA (Version 1.0, dated 10 February 2026, signed by the Director). The Termination Policy is the primary governing instrument for all individual termination decisions. This Policy governs cohort progression, assessment and merit framework only. Following shall order shall be considered for conflict resolution:

(a) In case of any conflict between this Training Progression Policy 2026 and the Termination Policy, the Termination Policy shall prevail.

(b) In case of conflict between the Termination Policy and DGCA Civil Aviation Requirements, DGCA CARs shall prevail.


(c) **This establishes a clear three-tier hierarchy: DGCA CARs > Termination Policy > Training Progression Policy 2026.**

Note: This Policy does not govern the academic progression, examination conduct, or degree award of the B.Sc. Aviation Programme, which is exclusively regulated by RGNAU. Any disciplinary or termination matters concerning cadets enrolled in the B.Sc. Aviation Programme that relate to their flying or AME training at IGRUA shall however remain governed by the IGRUA Termination Policy.

37. **Implementation Timeline**. This Policy shall come into effect from Course 2311 (batch that has already commenced training at IGRUA in 2025-26). All provisions of this Policy shall apply to Course 2311 from this point forward, adapted to account for the four months already completed.

38. **Review and Amendment**. This Policy shall be reviewed annually by the Director, IGRUA, or earlier if necessitated by DGCA regulatory changes, Ministry directions or operational exigencies. Amendments shall be notified in writing and published on www.igrua.gov.in.

Date: 13 March 2026


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Director, IGRUA