

CLASS ADVISOR PROGRAM
SNA/SNFO RESPONSIBILITIES

The Class Advisor Program has been established for the benefit of Student Naval Aviators (SNA)/Student Naval Flight Officers (SNFO). It is the responsibility of each student to use the program throughout all phases of flight training. The Class Advisor (CA) is the first link in the chain of command between students and their flight leader. You are specifically responsible for the following:

(1) Contact your CA within five working days from CA notification to schedule an initial interview and Aviation Training Jacket (ATJ) review. This initial interview shall be completed prior to Contact Flight Indoctrination (C1001). **Failure to do so will result in an Admin Unsat.**

NOTE: The purpose of this interview is to familiarize yourself with your CA, exchange recall data and personal history, discuss any existing conflicts that might distract from training, and gain an understanding of what is expected from you to successfully complete flight training.

(2) Immediately notify your CA of any conflicts of a personal nature that might affect your progress in the program, e.g., emergency leave, legal problems, or any personal issue.

(3) Keep your advisor informed of your progress in the syllabus. At a minimum, biweekly contact should occur via phone call or an informal meeting in the squadron spaces.

(4) You are responsible for having your flight leader conduct an ATJ review at least every two weeks. Failure to do so will result in an Admin Unsat. If extenuating circumstances arise, please notify your Student Control Officer.

(5) Immediately notify your CA if you receive an unsat or fail/complete event for flight or academics. An ATJ review and CA interview is required and must be completed before further training can occur.

(6) If any issues arise between you and your CA, inform the Student Control Officer and appropriate action will be taken.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE POLICY.

Student Signature/Date

Witness Signature/Date

STUDENT NAME (LAST, FIRST, MIDDLE INITIAL)	