



Approved Training Organisation Management Course: Pilot Pipelines, FSTDs and Instructor Standards

14 – 18 December 2026

Paris - Right Bank business hotel



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Introduction:

Approved Training Organisation management, covering pilot pipelines, FSTDs and instructor standards, is a 1-week course for flight academy and airline training department management units that ends with an ATO Pipeline and Standardisation Plan for a case flight academy. Academies that grow cadet intakes faster than aircraft, simulator slots and qualified instructors see stalled students, uneven grading and rising cost per graduate. Nominees already run training courses, instructor teams or training compliance and work through case studies built on syllabus, utilisation and student progress data. CoreConcept Training Center delivers this Approved Training Organisation management course.

Course Objectives:

- Map the ATO management structure, nominated post holder duties and approval documents that a flight academy or airline training department must keep current
- Structure training manuals and syllabi for integrated and modular ab-initio courses, the multi-crew pilot licence and type rating training
- Select and schedule flight simulation training devices by qualification level so that each syllabus phase uses the right device
- Standardise instructor and examiner grading through calibration sessions, competency-based assessment criteria and progress check reviews
- Balance aircraft, simulator and instructor capacity against cadet intake to reduce training delays and cost per graduate
- Produce an ATO Pipeline and Standardisation Plan with capacity figures, standardisation actions and a performance indicator set

Target Audience:

- Training organisation management units accountable for approval, training manuals and the overall cadet pipeline
 - Flight instruction management teams responsible for instructor allocation, grading standards and student progress
 - Airline training department units that run type rating, recurrent and cadet sponsorship courses
 - Compliance monitoring and training quality units that audit syllabus delivery, records and device qualification status
 - Simulator centre and fleet scheduling units that plan device slots, aircraft availability and instructor rosters
 - Training finance and planning units that budget intakes, contracts with partner airlines and cost per graduate
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Course Outline:

Day 1: ATO Structure, Approval Documents and Pipeline Baseline

- ICAO Licensing Path From Student Pilot to ATPL
- ATO Organogram With Accountable Manager and Head of Training
- Nominated Post Holder Duties and Deputy Arrangements
- Operations Manual and Training Manual Approval Route
- Cadet Pipeline Baseline Using Intake, Progress and Wastage Data

Day 2: Training Manuals, Syllabi and Course Types

- Integrated Versus Modular Ab-Initio Course Architecture
- Multi-Crew Pilot Licence Phases With Embedded Type Rating
- Type Rating and Recurrent Syllabus Building Blocks
- Instructional Systems Design Applied to Lesson Plans
- Competency-Based Training Assessment Criteria and Grading Scales

Day 3: FSTD Qualification, Device Mix and Instructor Standardisation

- Full Flight Simulator Levels A to D and Permitted Credits
- FNPT, FTD and MCC Device Selection by Syllabus Phase
- Master Qualification Test Guide and Recurrent Device Evaluation
- Instructor Calibration Sessions Using Recorded Lesson Grades
- Examiner Standardisation Meetings and Inter-Rater Agreement Checks

Day 4: Capacity, Scheduling, Records and Training Economics

- Aircraft Fleet Utilisation and Weather Cancellation Buffers
- Simulator Slot Planning Across Cadet and Airline Customers
- Student Progress Check and Remedial Training Decision Rules
- Training Records Audit Trail and Compliance Monitoring Findings
- Cost per Graduate Model With Wastage and Instructor Ratios

Day 5: Case Study: ATO Pipeline and Standardisation Plan for a Case Flight Academy

- Case Academy Intake, Fleet and Device Data Review
 - Pipeline Bottleneck Diagnosis by Syllabus Phase
 - Instructor Grading Variance Analysis and Calibration Actions
 - Capacity Scenario Comparison for Expanded Cadet Intakes
 - ATO Pipeline and Standardisation Plan Completion and Defence
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Skills You Will Gain:

- Training Organisation Governance
- Syllabus Architecture
- Simulation Device Planning
- Instructor Calibration
- Competency-Based Assessment
- Training Capacity Modelling
- Training Records Assurance
- Cost per Graduate Analysis

Why Attend This Course:

- Deliver an ATO Pipeline and Standardisation Plan for a case flight academy to the accountable manager and head of training for approval
- Choose which syllabus phases move to which simulation devices, how many cadets to admit and when to trigger remedial training
- Avoid stalled cadets, grading disputes, lapsed device qualification and audit findings on incomplete training records
- Share calibration templates, slot planning sheets, progress check rules and the cost per graduate model with instructor and planning colleagues

Conclusion:

Back at work, the participant gives the accountable manager and the head of training an ATO Pipeline and Standardisation Plan that links cadet intake to aircraft hours, simulator slots and instructor numbers and sets calibration actions for instructors and examiners. Management uses it to approve intake size, device purchases or leases and instructor recruitment, while chief instructors use it to align grading. After the first intake under the plan, the organisation should review progress check pass rates, grading variance, slot utilisation and cost per graduate against the baseline.

Frequently Asked Questions FAQ:

What should participants know before an Approved Training Organisation management course?

Participants should already manage training delivery, instructors, scheduling or compliance in a flight academy or airline training department. Bringing an anonymised syllabus extract, device schedule or progress data helps them apply the case work and the final plan to their own organisation.

How does Approved Training Organisation management differ from an aviation safety management or crew planning course?

It concentrates on running the training organisation itself: approval documents, syllabi, simulation devices, instructor grading, training records and cost per graduate. Safety management courses cover hazard and risk processes across operations, and crew planning courses cover rosters for line flying.

Why does Approved Training Organisation management treat instructor standardisation as a capacity issue?

Inconsistent grading sends cadets into avoidable repeat lessons and remedial training, which consumes aircraft hours, simulator slots and instructor time. Calibrating instructors and examiners keeps progress decisions fair and frees capacity for new intakes without lowering the standard.

What do participants take back from the Approved Training Organisation management course?

Participants take back an ATO Pipeline and Standardisation Plan for a case flight academy, with a pipeline bottleneck map, device allocation by syllabus phase, calibration actions, capacity scenarios and a cost per graduate model they can adapt to their own organisation.