

Civil Aviation Training Institute

Hyderabad – Pakistan

HANDBOOK OF COURSES



SCHOOL OF AIR TRAFFIC SERVICES & COMMUNICATION SERVICES

LIST OF COURSES

Course title	Duration (in weeks)
Air Traffic Services Courses	
Basic Air Traffic Control	40
Air Traffic Control Assistant	16
Non-Radar Approach Control	12
Radar Approach / Area Control	12
Non-Radar Area Control	12
OJT Techniques for Air Traffic controller (STP)	04
Communication Operations Courses	
Communication Operation Officers	28
Aeronautical Communication Services Supervisor	12
Aeronautical Mobile Service Operation	16
Aeronautical Fixed Services Operator	20
AFTN/AMSS Orientation	02

BASIC AIR TRAFFIC CONTROL COURSE (ICAO NO.052/053/055)

OBJECTIVE:

To provide knowledge, skills and techniques preparing the participants to a standard from where they can take up duties of Air Traffic Controller after successful completion of OJT.

ELIGIBILITY:

- Fluent in English
- Science graduate (Physics, Mathematics) or H.S.C (Physics / Mathematics) with at least 3 years of sound progressive experience in a responsible position in technical/professional field related to Aviation.

DURATION: 40 WEEKS

SUBJECTS:

- Air Law
- Aerodromes and Aerodrome Control
- Air Traffic Services
- Meteorology
- Search and Rescue
- Aeronautical Information Service
- Flight Navigation
- Radio Aids to Air Navigation
- Communication Procedures
- Approach Control/Area Control practices and procedures
- Practical (Simulator Training)
- Aerodrome Control Service
- Approach Control Service
- Area Control Service
- Flight Information/Advisory Service
- FANS (Future Air Navigation System)
- Aerodrome Certification

AIR TRAFFIC CONTROL ASSISTANTS COURSE (ICAO NO.051)

OBJECTIVE:

To provide elementary knowledge, skills and techniques required to perform ATC Assistant duties in various disciplines of Air Traffic Services.

ELIGIBILITY:

- Good Working knowledge of English
- Educational background must be HSC Science (Physics and Mathematics) or equivalent.

DURATION: 16 WEEKS

SUBJECTS:

- Air Law
- ATS Standards
- Search and Rescue
- Aerodromes and Aerodrome Control Service
- ATS Geography
- Aeronautical Information Service
- Air Navigation
- Meteorology
- Altimeter Setting Procedures
- Flight Information Service and Alerting Service
- Radio Aids to Air Navigation
- Communications
- Practical including Aerodrome Control Service

APPROACH CONTROL (NON RADAR) COURSE (ICAO NO.053)

OBJECTIVE:

To provide knowledge, skills and techniques required for Air Traffic Controller in accordance with ICAO standards to prepare participants to take up duties in the field of non radar approach control, after successful completion of OJT.

ELIGIBILITY:

- Possession of Air Traffic Controller license issued by the appropriate authority or
- Have demonstrated to the appropriate authority that he/she meets the authority's requirement for the issue of an Air Traffic Controller license.

DURATION: 12 WEEKS

SUBJECTS:

- Provision of ATS
- ATS Geography
- Meteorology (Revision)
- Approach Control Service
- Altimetry/Emergency Procedures
- Holding, Approach to Land Procedures
- Aeronautical Mobile/Fixed Service
- Practical (Approach Control Service)

**RADAR APPROACH /AREA CONTROL COURSE
(ICAO NO.054/056)**

OBJECTIVE:

To provide knowledge, skill and techniques required for Air Traffic Controller in accordance with ICAO standards to prepare participants to take up duties in the field of radar approach/ area control, after successful completion of OJT.

ELIGIBILITY:

- Possession of Non-Radar Approach and Area Control Rating with minimum 3 years experience

DURATION: 12 WEEKS

SUBJECTS:

- Surveillance Radar (Technical)
- Surveillance Radar (Operations)
- Practical (Simulator Training)

NON-RADAR AREA CONTROL COURSE (ICAO NO.055)

OBJECTIVE:

To provide knowledge skills and techniques required for Air Traffic Controller in accordance with ICAO standards to prepare participants to take up duties in the field of non radar area control, after successful completion of OJT.

ELIGIBILITY:

- Possession of Air Traffic Controller license issued by the appropriate authority or
- Have demonstrated to the appropriate authority that he/she meets the Authority's requirement for the issue of an Air Traffic Controller license.

DURATION: 12 WEEKS

SUBJECTS:

- FIR / Division of Airspace
- ATS Geography
- Flight Data Processing
- Provision of ATS
- Separation Standards
- Altimeter Setting Procedures
- Minimum Useable Levels
- Air Traffic Advisory Service
- Aeronautical Mobile Service
- Communication Failure Procedures
- Meteorology (Revision)
- Coordination Procedures
- Practical (Area Control Service)

ON-THE-JOB TRAINING TECHNIQUES FOR AIR TRAFFIC CONTROLLERS COURSE (STP)

OBJECTIVE:

To provide knowledge, skills and techniques to plan and conduct on the job training, evaluate trainee's progress and analyze training record.

ELIGIBILITY:

- In service Air Traffic Controller with minimum 3 years service holding valid rating of the concerned unit.

DURATION: 04 WEEKS

SUBJECTS:

- Plan OJT
- Conduct OJT
- Evaluate trainees progress
- Analyze complete training record.

**COMMUNICATION OPERATION OFFICERS COURSE
(ICAO NO.178)**

OBJECTIVE:

To provide skill, knowledge and techniques to prepare the participants for junior level supervision duties in an international Communication Centre, of the AFTN and / or Aeronautical mobile station in the MWARA/RADAR section.

ELIGIBILITY:

- University Graduate preferably in Science subjects.
- Good working knowledge of English.

DURATION: 28 WEEKS

SUBJECTS:

- AIS, Operational Supervision
- Letter, Report Writing Manpower Planning Human Relation
- AFTN – AMSS Theory of Flight Navigation, ATS Geography
- Communication Procedures for Aeronautical Fixed, Mobile, Broadcasting and Radio Navigation Services
- Fundamentals of Computer Hardware and Programming
- Elementary knowledge of ATS, Met, Air Law, Radio Nav. Aids
- Tele Typing and Telephony

**AERONAUTICAL COMMUNICATION SERVICE SUPERVISORS
COURSE
(ICAO NO.176)**

OBJECTIVE:

To provide skill, knowledge and techniques to prepare the participants to a standard where they will be able to take up duties of first level supervisor in Aeronautical telecommunication service centre.

ELIGIBILITY:

- Educational background must be H.S.C Science or equivalent.
- Good working knowledge of English

DURATION: 12 WEEKS

SUBJECTS:

- Telecommunication Network Planning
- Aeronautical Fixed Service
- Aeronautical Mobile Service
- Aeronautical Radio Navigation Service
- Aeronautical Broadcasting Service
- Introduction to Computers
- Operational Supervision
- AIS, Human Relation, Frequency management, Manpower Planning
- Practical
- Meteorological Instruments

AERONAUTICAL MOBILE SERVICE OPERATORS COURSE (ICAO NO.171)

OBJECTIVE:

To provide skill, knowledge and technique to prepare the participants in practices and procedures of radio telephone to a standard from where they can perform the duties of Aeronautical mobile service operator.

ELIGIBILITY:

- Good working knowledge of English

DURATION: 16 WEEKS

SUBJECTS:

- Air law.
- ATS-AIS-SAR.
- Teletype Procedures
- Theory of Flight
- Rules of the Air
- Communication Procedures (Mobile Service)
- Flight Navigation
- Radio Navigation Aids

AERONAUTICAL FIXED SERVICE OPERATORS COURSE (ICAO NO.172)

OBJECTIVE:

To provide skill, knowledge and techniques to ACS personnel to a standard from where they will be able to apply aeronautical fixed service practices and procedures in handling of AFTN messages.

ELIGIBILITY:

- Good working knowledge of English

DURATION: 20 WEEKS

SUBJECTS:

- Air Law
- ATS
- Meteorology
- AIS
- Aeronautical Telecommunications
- Telephony Operation
- Teletyping
- Telegraphy Operation
- Practical Communication

AUTOMATIC FIXED TELECOMMUNICATION NETWORK/AUTOMATIC MESSAGE SWITCHING SYSTEM (AFTN/AMSS) ORIENTATION (ICAO NO.172)

OBJECTIVE:

To impart fundamental knowledge of AMSS and Com-Ops procedures and to provide hands on practice to the course participants for operation of AFTN/AMSS terminal.

ELIGIBILITY:

- Must be working as Communication Supervisor (or equivalent position) in Civil Aviation Authority /Organization
- Good working knowledge of English

DURATION: 3 WEEKS

SUBJECTS:

- Computer awareness
- AMSS (General)
- AMSS (Ferranti)
- AFTN message format
- Computer operation
- AMSS remote terminal operation