

# Dismissal Policy

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1. JoinAir Helicopters Inc. may dismiss a student from a program on any of the following grounds:

- Use of drugs or alcohol during school hours or afterhours on premises
- Display of obscene language or behavior
- Sexual harassment
- Harassment
- Bullying
- Discrimination
- Not showing up for planned lessons without just cause

2. The process by which a student may be dismissed from a program is as follows:

- The Owner/CFI will have a meeting with the student to discuss their actions.
- Students will be asked to sign a letter stating the incident as per 2.6 Flight Training Manual.
- In the event that a student intentionally does not follow instruction by the Owner/CFI, a written warning will be issued, or suspension in writing depending on the circumstances.