



香港航空青年團  
HONG KONG AIR CADET CORPS  
AVIATION EDUCATION WING

MEMO

Facebook: <http://www.facebook.com/hkacc.aewing>

From : OC AE Wg  
Ref : (1) in AE/QAIC4  
Date : 6 March 2020

To : All OC Units  
Cc : All Major OC Units

**No.4 Qualified Aviation Instructor Course**

1. The Qualified Aviation Instructor Course (QAIC) is an initiative to prepare qualified members, especially cadets, to be competent trainers of designated aviation education subjects at Squadron, Wing and Corps levels. QAIC also serves to standardize aviation education training throughout the Corps. Upon successful completion of QAIC, members will be appointed as Qualified Aviation Instructors (QAIs).
2. Course content includes aviation theories; selected topics in aviation; flight simulation exercises and instructional techniques. Other exposure oriented events such as visits to various institutes may also be offered within or beyond the course period subject to availability.
3. The majority of lectures in No.4 QAIC will be conducted **via an online learning platform**, assessments will be planned in due course depending on the Corps' policy in response to the COVID-19 situation. If the situation allows, the No.4 QAIC shall resume normal classroom teaching.

**Eligibility**

4. Senior members and cadets shall meet the following criteria:
  - a) Demonstrating a reasonably high proficiency in the use of English and Chinese;
  - b) Having a keen interest in AE subjects;
  - c) Committed to putting into good use the QAI qualification by delivering AE training to cadet members at Squadron, Wing and Corps levels;
  - d) Being recommended for enrolment into QAIC by their respective OC Units;
  - e) Achieved a classification of Leading Cadet or above (applicable to cadets only).

(First Class Cadets may still apply for this course, provided that the concerned OC Unit could confirm in writing to the undersigned that the cadets could achieve the classification of Leading Cadet by June 2020. First Class Cadets may be accepted as probationary participants. In case any probationary participants failed to advance to Leading Cadet by June 2020, they may not be assessed. In any case, the course fee will not be refunded.)

## Assessment Criteria

5. All participants of QAIC shall achieve an attendance rate of **not less than 80%** in order to sit in the assessment exercises.
6. The assessment exercises may include demonstration of advanced instructional technique, written test on knowledge of AE subjects and practical test on flight simulator. Participants with satisfactory results will be appointed as QAIs.

## Schedule and Administration

7. The course schedule is available at Appendix I.  
Remarks: \*1. Owing to special shift duty of the instructors (eg. Pilot, Engineer and Air Traffic Controller) dates and time of course dates are subject to change with prior notice. Course venue will be announced in due course.  
\*2. For the implementation of this online learning platform, candidates are expected to have access to a steady internet connection, a camera and a voice input microphone (it is not a requirement to purchase any device for this course). Training topics are subject to rescheduling due to the availability of instructors.
8. Interested members should complete the attached application form and return it by email to: [hkacc.qaic@gmail.com](mailto:hkacc.qaic@gmail.com)) by 2355hrs, **15 Mar 2020** (Sun) via their OC Unit. Course fee arrangement will be announced in due course subject to assessment arrangement. For now the course is free-of-charge.
9. The target number of intake of No.4 QAIC is **10- 25**. In case the number of applications exceeds this cap, efforts will be made for balanced participation across various Wings. Priority will be accorded to **cadets**.
10. For enquiries, please feel free to contact the undersigned via [hkacc.qaic@gmail.com](mailto:hkacc.qaic@gmail.com) .

Mike Y CHEUNG  
Fg Off  
OIC No.4 QAIC  
For OC AE Wg

**Appendix I – Schedule of No.3 QAIC**

<b>Dates</b>	<b>Time</b>	<b>Training</b>
18 March (Wed)	1900 - 2130	Online Course 1
25 March (Wed)	1900 - 2130	Online Course 2
28 March (Sat)	0900 - 1230	Online Course 3
1 April (Wed)	1900 - 2130	Online Course 4
4 April (Sat)	0900 - 1230	Online Course 5
8 April (Wed)	1900 - 2130	Online Course 6
11 April (Sat)	0900 - 1230	Online Course 7
15 April (Wed)	1900 - 2130	Online Course 8
18 April (Sat)	0900 - 1230	Online Course 9
25 April (Sat)	0900 - 1230	Online Course 10
29 April (Wed)	1900 - 2130	Online Course 11
2 May (Sat)	0900 - 1230	Online Course 12
6 May (Wed)	1900 - 2130	Online Course 13
9 May (Sat)	0900 - 1230	Online Course 14
13 May (Wed)	1900 - 2130	Online Course 15
16 May (Sat)	0900 - 1230	Online Course 16
TBA	TBA	Assessment 1
TBA	TBA	Assessment 2
TBA	TBA	Closing Ceremony
TBA	TBA	Visits