

Training procedures

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Rating specifics

Outlines procedures that are special for each rating

S1

All S1 training is conducted on Sweatbox.

Students go through a Moodle course prior to mentor assignment to cover basics. They are also required to interact and conduct an introduction session with the buddies to get an understanding of the network and software.

The training allows up to 3 mentored sessions before a practical exam on Sweatbox, conducted by an examiner and another mentor as Sweatbox operator.

If and when the student passes the practical exam, the VATEUD Theory Exam is issued which must be passed before a rating upgrade.

C1

The C1 rating is the last training before according to VATSIM standards, one becomes an actual Controller.

The following conditions apply:

1. Applicants should ideally hold an T1 ENGM APP Endorsement
2. Training is performed on ENOS
3. Exam is held on ENOS with **two** examiners

Applicants that does **not** hold the T1 ENGM APP Endorsement may still be trained, however:

1. Training is conducted on ENSV
2. Exam is held on ENSV by **two** examiners

3. If exam is passed, the candidate is restricted to control positions that does not cover sectors within ENOS.

Combined C1 and T1 training is not allowed.

Endorsement specifics

Outlines procedures that are specific to each endorsement

S2 T1 ENGM TWR

The training focuses solely on local procedures and efficiency. Students shall be proficient with their existing rating, hence training of basic S2 competency is not within the scope.

1. Moodle course with entry exam during pre-training
2. Maximum 3 mentored sessions
3. 14 days "solo" prior to a validation on the network

Combined S2+T1 training is possible in extraordinary cases in agreement with the Training Assistant.

S3 T1 ENGM TWR

The S3 Tier 1 ENGM APP Endorsement allows to control Oslo Approach.

The training focuses solely on local procedures and efficiency. Students shall be proficient with their existing rating, hence training of basic S3 competency is **not** within the scope.

Applicants shall hold a S2 T1 ENGM TWR Endorsement.

1. Moodle course with entry exam during pre-training
2. Maximum 3 mentored sessions
3. 14 days "solo" prior to a validation on the network
 - Notify Training Manager and get acknowledgement before releasing student for solo.

Combined S3+T1 training is possible in extraordinary cases in agreement with the Training Manager.

Combined S2+S3 T1 training is generally not allowed.

T2 ENOB

Currently not available. Work in progress.

Refresh

Refresh trainings are required for those that have not managed to keep up their activity according to requirements and thus have become inactive.

Inactive controllers must contact local training staff to request refresh training. They can not do this on their own through CC.

Most of these trainings require a quick theory check through Moodle to assess the current level before deciding whether a mentor can be assigned.

Refresh trainings shall not require more than **3** mentored sessions on average. Once the mentor is satisfied with the competency and confident that the student can be reinstated to the roster, training staff is notified and the training will be completed.

Refresh training shall be conducted on positions according to the students level. If they have S2 + T1 ENGM TWR, the training shall be conducted on ENGM TWR.

Visiting

Also known as Familiarization, is training of controllers that belong to another FIR which simply allows them to also control positions within our FIR.

These students are provided with a Local Induction Plan (LIP) prior to mentor assignment which may require the student to read up on theory and pass Moodle tests.

This type of training should **only** focus on local software and procedures. Training on their rating is not within the scope and if the level is insufficient, training staff must be notified as soon as possible to assess whether the training can continue.

Once the mentor is satisfied with the competency and confident that the student can be added as a visitor, training staff is notified and the training will be completed.

Refer to the [Transfer and Visiting policy in VATSIM Scandinavia](#) for details.

Transfer

Transfers are controllers that wants to change their home allocation to Polaris FIR and become a part of our ATC roster.

These students are provided with a Local Induction Plan (LIP) prior to mentor assignment which may require the student to read up on theory and pass Moodle tests.

Transfers must be completed within 90 days, starting when the training was created in the training system (CC).

This type of training should **only** focus on local software and procedures. Training on their rating is not within the scope and if the level is insufficient, training staff must be notified as soon as possible to assess whether the training can continue.

Once the mentor is satisfied with the competency and confident that the student can be added as a visitor, training staff is notified to facilitate an online **competency check** conducted by another mentor or examiner to assess whether or not the training and transfer can be completed.

Refer to the [Transfer and Visiting policy in VATSIM Scandinavia](#) for details.

Fast-track

A Fast Track training shall not require a significant amount of time to complete, as the student should be qualified and competent enough to be a quick learner. If you find that training for one rating takes a long time, notify training staff.

The mentor shall notify training staff if the progression or competency is insufficient at any time. In such case, the fast track might be cancelled.

S2

Simplified process for Fast-track training up to S2 level.

1. Student is required to pass both S1 and S2 Moodle.
2. Student is required to pass S1 theory exam from VATEUD.
3. Mentor conducts 1-2 sessions on sweatbox to check level and familiarise student with software.
4. Mentor requests rating upgrade to S1
5. Once S1 rating is in place: Mentor and student conducts S2 training
6. Mentor notifies training staff that the training can be completed.
7. Student is required to pass Fast Track theory test from VATEUD.
8. Rating upgrade to S2 is requested.
9. Training completed. Student initiated in roster.

S3

Simplified process for Fast-track training up to S3 level.

1. Student is required to pass both S1 and S2 Moodle.
2. Student is required to pass S1 theory exam from VATEUD.
3. Mentor conducts 1-2 sessions on sweatbox to check level and familiarise student with software.
4. Mentor requests rating upgrade to S1

5. Once S1 rating is in place: Mentor and student conducts S2 training
 6. Mentor notifies training staff that S3 training can be started.
 7. Student is required to pass Fast Track theory test from VATEUD.
 8. Rating upgrade to S2 is requested.
 9. Once S2 rating is in place: Mentor and student conducts S3 training.
 10. Mentor notifies training staff that training can be completed.
 11. Training completed. Student initiated in roster.
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Refer to the [Fast-Track procedure for VATSCA](#) for further details.