

WIP Training

Sweden

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Swedish Mentor Policy

Purpose

This page defines the minimum requirements for becoming an ATC mentor in Sweden, as well as the considerations taken when approving new candidates.

The policies stated here shall be interpreted as complementary to those outlined in the [Training Policy for Mentors](#).

1. Prerequisites & Evaluation

Minimum Requirements

All mentor applicants shall meet the following requirements:

- Hold a permanent VATSIM Controller rating of S2 or higher.
- Have logged at least one session on a Tower (TWR) position during an official event.
- Have logged at least one session on a Ground (GND) position during an official event.

How We Evaluate Your Application

Before accepting a new mentor, the Training Lead (or a designated team member) will consult with peer controllers regarding the applicant's perceived knowledge, attitude, and operational performance. Additionally, the Training Staff may observe the applicant's controlling skills during high-traffic scenarios, such as events.

If an applicant is deemed not yet ready for a mentor role, they are encouraged to continue practicing and gaining experience during official events. The applicant may re-apply for the position after actively controlling in at least two subsequent events.

2. Onboarding Process

Application

Eligible controllers who wish to become mentors must submit a formal application to the Training Lead via email or Discord Direct Message. The application should include the candidate's VATSIM CID, a summary of their ATC experience, and their motivation for joining the training team. Upon receipt, the Training Staff will initiate the evaluation and peer consultation process.

Practical Training

Once the application is accepted, the candidate will undergo at least two training sessions, where they will instruct a student under the supervision of an established mentor. The supervising mentor will provide feedback on instructional techniques and advise the Training Lead once the applicant is deemed ready to mentor independently.

3. Operational Rules & Maintenance

Requirements & Limitations

Once designated, mentors are expected to take on at least one S1 student in the upcoming S1 student group. If you are unable to meet this requirement, please let us know; otherwise, the mentor role may be removed to keep our mentor lists updated. Normally, you will mentor ratings below your own, but if you wish to mentor on your own rating, please discuss this with the Training Lead.

Mentor Diagnostic Test

New mentors, as well as those returning to activity after an extended period of absence, are encouraged to take a diagnostic test to assess what areas they may need to review before beginning or resuming their duties.

The score received does not affect the mentor's eligibility to instruct students; instead, it serves strictly as a self-assessment tool.

S3 Rating

Purpose

This document provides essential information for students currently undertaking or planning to begin their T2 APS training in Sweden. It outlines the entry requirements, suggested preparations, expectations on students, course syllabus, training timelines, and course criteria.

1. Introduction

In Sweden, there are 24 civil regional airports where the Tower controller provides air traffic services in both the Control Zone and the Terminal Area. Since these airports only have a few aircraft movements per hour, a dedicated Approach controller is not required.

Because the Tower controller also covers the Approach position, the T2 APS course introduces you to radar and approach procedures. This makes it a very theory-heavy course, as it covers the same subjects as the entire S3 rating course. The only real difference is the amount of traffic you are expected to handle.

2. Entry Requirements

Before applying for S3 training, the following entry requirements must be met:

- Hold a VATSIM, VATEUD and VATSIM Scandinavia membership.
- Hold a permanent VATSIM S2 rating or higher.
- Have an active training request registered in the [Control Center \(CC\)](#).
- Have logged at least 5 hours as active ATC within the last month prior to training commencement, preferably within Sweden.
- Hold all T2 endorsements in Sweden.

3. Suggested Preparations

To maximize your chances of successfully completing your T2 APS training, we strongly encourage you to complete the following preparations before your first session:

- **Fly to an APS Aerodrome:** Get an understanding of how APS aerodromes operate and how operations can be streamlined with the low traffic volumes.
- **Fly between ESSA and ESGG:** Get an understanding of how Approach Control works and the phraseology used.

4. Expectation on Students

Theory Studies

Since the theory material is heavy and introduces many new aspects, we have high expectations for you to study the provided material thoroughly. Additionally, the VATEUD Division Training Policy states that there should be no more than one training session. Therefore, we expect you to study the material deeply and focus heavily on the feedback given by your mentors between simulation runs.

Additional expectations as per [Training Overview § 4.](#)

5. Course Timeline

We expect all students to follow the timeline outlined below.

● Apply for Training

Apply for T2 ESAA APS training in [Control Center](#).

● Begin Pre-Training

Once it is your turn in the queue, you will receive an email notification confirming that your training request status has been updated to Pre-Training.

Simultaneously, you will be granted access to the T2 APS Moodle course.

- **Self-Study & Theory Test**

Study the provided theoretical materials independently and complete the T2 APS Theory Test. Detailed information regarding the test can be found within the Moodle.

This self-study phase and the accompanying test must be completed within a timeframe of two weeks.

- **Simulation Exercises with Mentor**

After completing the theoretical exam with a passing score, you may begin simulation training with your mentor. It is your responsibility as a student to suggest times for training.

- **Training Completion**

Once your mentor has determined that you are proficient enough, you will receive your T2 APS endorsement. You may staff all civil regional tower positions.

6. Theory

The Moodle course *Sweden FIR - S3 & T2 ESAA APS* contains the theoretical material required for the T2 APS endorsement within Sweden. The curriculum is divided into the following key subject areas:

WIP!

The training material for the T2 APS endorsement is currently being reworked and is temporarily unavailable.

7. Practical Training

The practical training for the T2 APS endorsement is performed entirely in the simulator. The training is conducted at Umeå Tower, and there is only one simulation file available. However, this simulation can be run multiple times to practice different

techniques and procedures. We highly suggest performing the simulation at least twice: once where traffic follows the published STARs, and once where you vector the traffic to practice your radar vectoring skills.

According to the VATEUD Division Training Policy, T2 APS training should not require more than a single session with a mentor. Therefore, both runs of the simulation must be performed during this single training session, and all feedback must be compiled into one training report.

8. Course Criteria

This is the official training criteria for all T2 APS students. Each mentor is responsible for making sure that the students have a sufficient level on each of the outlined points before considering the training to be complete.

WIP!

The training criteria for the T2 APS endorsement is currently being reworked and is temporarily unavailable.

S3 Rating

Purpose

This document provides essential information for students currently undertaking or planning to begin their S2 training in Sweden. It outlines the entry requirements, suggested preparations, expectations on students, course syllabus, training timelines, and course criteria.

1. Introduction

After acquiring your S1 rating, the S2 rating is the obvious next step. With the S2 rating, you are authorized to staff unrestricted Tower positions across Sweden.

Becoming a Tower controller significantly expands your area of responsibility, introducing you to airspace classifications and separation standards. In this role, you are responsible for the Control Zone (CTR)—the immediate airspace surrounding the aerodrome. It is your primary duty to ensure that aircraft take off and land safely, maintaining separation from other traffic in the vicinity of the airfield.

2. Entry Requirements

Before applying for S2 training, the following entry requirements must be met:

- Hold a VATSIM, VATEUD and VATSIM Scandinavia membership.
- Hold a permanent VATSIM S1 rating or higher (S3, C1, or C3).
- Have conducted S1 training in Sweden FIR.
- Have an active training request registered in the [Control Center \(CC\)](#).
- Have logged at least 30 online hours as active ATC in Sweden

Don't stop controlling!

To show your continuous interest in S2 training, please continue to provide ATC services regularly after submitting your application. Training priority is given to members who show consistent engagement and actively contribute to the community.

3. Suggested Preparations

To maximize your chances of successfully completing your S2 training, we strongly encourage you to complete the following preparations before your first session:

- **Gain Event Experience:** Gain experience on Ground and Delivery positions during challenging traffic conditions (e.g. during events)
- **Practice VFR Flights:** Practice flying VFR using both English and Swedish phraseology with active ATC.

4. Expectations on Students

Just like the S1 training, the S2 training is also very demanding for the student, as well as your mentors. The syllabus contains far more practical training sessions, both online and in simulation, requiring a lot of time from both parties. It also relies significantly more on you to practice on your free time, while holding a solo endorsement (read more about it in [section 5](#)).

Time Commitment

The S2 training takes significantly more time and requires a large amount of time from you as a student. While holding a solo endorsement, it is solely your own responsibility to remain active and practice on Tower positions online.

If you think you do not have enough time when you are assigned training, please advise the Training Team Member of Sweden. Your training request may then be returned back to the queue and remain in front of the queue.

Activity Requirements

In order to maintain a smooth and efficient training progression, we have established clear rules regarding student activity.

- We expect all students to complete at least one training session every 14 days. If you do not schedule a training session within this two-week window, an inactivity warning will be issued. Following this warning, you will have an additional two weeks to arrange a session with your mentor, after which your training may be discontinued if no progress has been made.
- If you are unable to attend training within a two-week period due to vacation or real-life commitments, please proactively inform both your mentor and the Sweden Training Team. By notifying us in advance, you will ensure that no inactivity warning is issued and that your training status remains secure.
- Any continuous absence exceeding one month will be reviewed and handled on a case-by-case basis.

5. Course Timeline

We expect all students to follow the timeline outlined below.

● Apply for Training

Apply for S2 training in [Control Center](#).

● Begin Pre-Training

Once it is your turn in the queue, you will receive an email notification confirming that your training request status has been updated to Pre-Training.

Simultaneously, you will be assigned a mentor and granted access to the S2 Moodle course.

● Self-Study & Theory Test

Study the provided theoretical materials independently and complete the S2 Theory Test. Detailed information regarding the test can be found within the Moodle.

This self-study phase and the accompanying test must be completed within a timeframe of two weeks.

● Simulation Exercises with Mentor

After completing the theoretical exam with a passing score, you may begin simulation training with your mentor. It is your responsibility as a student to

suggest times for training.

- **Online Training with Mentor**

Online training sessions where you will continue practicing applying Tower control concepts with live VATSIM traffic. We recommend trying to book a session with your mentor during an event.

At least two online training sessions must be conducted.

- **VATEUD S2 Core Test**

Once your mentor believes you are ready to practice on your own (and pass a CPT), you will receive access to the VATEUD S2 Core Test.

- **Solo Endorsement Practice**

Upon successfully passing your VATEUD Core Test, you will receive a Solo Endorsement valid for 30 days, allowing you to staff your assigned Tower position without mentor supervision. At the same time, your Controller Practical Test (CPT) should be scheduled to take place while your solo endorsement is still valid.

- **Controller Practical Test**

To finish your S2 training, your practical skills will be assessed during a Controller Practical Test (CPT).

Position	ESGG_TWR (or ESMS_TWR)
Duration	90 to 120 minutes
Supporting ATC positions	ESGG_GND at the discretion of the examiner

If you fail your CPT, you will be offered further training and a new CPT later on.

- **Training Completion**

Upon successfully passing your Controller Practical Test, you will receive your S2 rating upgrade from VATEUD. You may staff unrestricted S2 positions in Sweden.

6. Theory

The Moodle course *Sweden FIR – S2 Rating* contains the theoretical material required for the S2 rating within Sweden. The curriculum is divided into the following key subject areas:

Airspace, Altimetry & Meteorology

- **Airspace Structure:** Understanding the Swedish airspace structure, various airspace classes, and the operational boundaries of the Control Zone (CTR).
- **Altimetry Concepts:** Understanding the practical application and differences between Transition Altitude and Transition Level.
- **Meteorology:** Advanced interpretation and complete decoding of METAR reports for operational use.

Visual Flight Rules (VFR) Operations

- **VFR Fundamentals:** Managing the standard traffic circuit, VFR entry/exit points, and handling special VFR flights.
- **Traffic Management:** Providing relevant and accurate traffic information to aircraft, and how restricted and danger areas work.

Separation Standards & Procedures

- **Separation Fundamentals:** Applying runway separation, wake turbulence separation, departure separation, and utilizing reduced separation in the vicinity of aerodromes.
- **Abnormal Procedures:** Standard operating methods for managing complex tactical situations, specifically missed approaches and aborted take-offs.
- **Emergency Regulations:** Adhering to the VATSIM Code of Conduct regarding the handling and management of emergencies.

Radar Skills & TopSky Functions

- **TopSky Interface:** Navigating the TopSky view, customizing the display setup, and mastering essential keyboard shortcuts.
- **Label Management:** Interpreting, interacting with, and modifying basic TopSky label items.

7. Practical Training

The majority of the S2 practical training is conducted at Göteborg Landvetter Airport (ESGG). The training syllabus is divided into two distinct phases, beginning with structured simulator sessions before advancing to live traffic on the network.

Simulation Exercises

Training begins in a controlled simulator environment together with a mentor. The focus during this phase is to build core competencies and tactical skills. Specifically, the simulation exercises cover the following operational areas:

- **Basic IFR Traffic:** Handling standard instrument flight rules arrivals and departures.
- **Separating IFR Departures:** Applying proper separation minima and departure spacing between IFR aircraft.
- **Missed Approaches:** Managing high pressure moments during go-arounds.
- **VFR Traffic:** Integrating VFR aircraft into the control zone, including traffic circuits and entry/exit points.

Online Training

Once you demonstrate a proficient standard in the simulator, you will be cleared to begin training online with live traffic. When conducting these online sessions with a mentor, you will also have the opportunity to expand your practice to Malmö Sturup (ESMS) and Stockholm Bromma (ESSB). Please note that students must complete a minimum of two online training sessions before being eligible to be granted a Solo Endorsement.

8. Course Criteria

This is the official training criteria for all S2 students conducting their within Sweden. Each mentor is responsible for making sure that the students have a sufficient level on each of the outlined points before requesting to issue the VATEUD Core Test.

The following criteria are requirements from VATSIM's [Global Controller Administration Policy](#).

1. General

- a. Demonstrates an understanding of the role of the local (tower) controller
e.g. areas of responsibility and main tasks
- b. Selects the appropriate runway configuration based on weather, procedure, and operational requirements

the student is able to correctly decide runway usage based on multiple factors (e.g. noise abatement procedures, shortest taxi routes, available approach types)

c. Issues appropriate takeoff and departure instructions as needed

the student understands when it is prudent to coordinate a non-standard departure for a specific aircraft

d. Uses prescribed phraseology for takeoff and landing clearances

the student knows the structure of the clearances

e. Defines all parts of a VFR traffic pattern (circuit)

the student knows every part of the traffic circuit and is able to use them correctly to manage VFR traffic

f. Ensures aircraft are separated as required

the student understands and applies radar separation, and knows when reduced separation is permitted within the CTR.

g. Issues missed approach / go around instructions using prescribed phraseology

the student uses correct phraseology and is able to coordinate a different go-around procedure

h. Ensures adequate wake turbulence and departure separation exists

the student understands and applies the mentioned separation standards, and understands that different aerodromes may have different target separation.

i. Correctly transfers aircraft to the next controller

the student uses correct phraseology, and ensures radar separation exists before transferring to an APP unit.

j. Demonstrates a basic level of scan

the student is able to plan ahead and ensure aircraft movements are conducted as smoothly as possible

2. Coordination

a. Coordinates missed approaches / go arounds with the appropriate controller

b. Coordinates changes in runway configurations with the appropriate controllers

the student understands the required coordination and makes appropriate inputs in EuroScope

c. Coordinates other elements as required with the appropriate controller

HTML

5. Course Timeline AFIS

We expect all students to follow the timeline outlined below.

● **Apply for Training**

Apply for T1 ESSA TWR training in [Control Center](#).

● **Begin Training**

Once it is your turn in the queue, you will receive an email notification confirming that your training request status has been updated to Active Training.

Simultaneously, you will be granted access to the T2 AFIS Moodle course.

● **T1 ESSA TWR Practical Assessment**

Study the provided theoretical materials independently and complete the T2 AFIS Theory Test. Detailed information regarding the test can be found within the Moodle.

This self-study phase and the accompanying test must be completed within a timeframe of two weeks.

● **Training Completion**

Once you have completed the theory test with a passing result, a test report (training report) will be added to your training in Control Center. Thereafter, you will receive your T2 AFIS endorsement. You may staff all AFIS positions within Sweden FIR.

WYSIWYG

Airspace

- **Arlanda CTR:** Splits of the CTR, upper limits and VFR operations.
- **Stockholm TMA:** TMA sector splits and coordination with APP-C.

Visual Flight Rules (VFR) Operations

- **VFR Fundamentals:** Managing the standard traffic circuit, VFR entry/exit points, and handling special VFR flights.
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- **Separation Fundamentals:** Applying runway separation, wake turbulence separation, departure separation, and utilizing reduced separation in the vicinity of aerodromes.
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Radar Skills & TopSky Functions

- **TopSky Interface:** Navigating the TopSky view, customizing the display setup, and mastering essential keyboard shortcuts.
- **Label Management:** Interpreting, interacting

Outdated

T2 APS (rdy for rls)

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