

Training Policy

Denver ARTCC

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1 Introduction

1.1 Purpose

This document describes the Denver ARTCC training procedures and guidelines.

1.2 Distribution

This document is distributed to all Denver ARTCC controllers.

1.3 Location

This document is available on the Denver ARTCC website on the Documents page.

2 General

2.1 Training Staff

- The ZDV training staff consists of the following staff:
 - Training Administrator - responsible for the operation of the ZDV training department, hiring and ensuring quality of all mentors and instructors.
 - Instructors - responsible for training students to required proficiency and evaluating students during practical assessments.
 - Mentors - responsible for training students to required proficiency.
- The current list of all training staff and their email addresses can be found on the Training Staff page on the ZDV website.

2.2 Training Sessions

- Requests for training should be made through the Training Requests page on the website.
 - It is highly recommended that students create training requests a few days in advance to allow sufficient time for mentors and instructors to respond with a training offer.
 - To decrease waiting times for training, it is recommended that students request a variety of times where possible.
- Students may not excessively solicit training from mentors and instructors.
- When a training offer is confirmed, it is expected that the instructor/mentor and the student make a reasonable effort to attend the session.
 - Students who repeatedly cancel or miss confirmed training sessions may be deprioritized among other students when requesting training. This is to discourage misuse of the training request system.
- Students are expected to come prepared to all training sessions and work with their mentor/instructor cooperatively for the length of their training session.
 - Students are reminded that they should study and review concepts individually to ensure they use their training session time efficiently.
 - Students who show commitment and eagerness towards their training generally progress more quickly and easily through the ZDV training program.

2.3 Visiting Controllers

- Upon acceptance into ZDV, a visiting controller is permitted to control any position for their rating as outlined in the VATSIM Global Ratings Policy, excluding Denver International Airport positions.
- A visiting controller may only request training for major endorsements, only for positions their rating allows them to control. (e.g. An S3 controller may not request training for the Denver Center Endorsement)
 - This training is intended only to provide local procedure familiarization.

3 Progression Summary

3.1 S1 Rating

- Students will be evaluated on Centennial Ground on the SweatBox.
- Students who demonstrate the required competencies outlined in the VATSIM Global Ratings Policy will be promoted to the S1 rating and permitted to control any clearance delivery or ground position, excluding Denver, within ZDV.

3.2 Denver Ground Endorsement

- Students will be evaluated on Denver Ground on the SweatBox or the live network.
- Students who demonstrate proficiency in Denver Ground procedures will be issued the Denver Ground Endorsement and permitted to control any clearance delivery or ground position within ZDV.

3.3 S2 Rating

- Students will be evaluated on Centennial Tower on the SweatBox or the live network.
- Students who demonstrate the required competencies outlined in the VATSIM Global Ratings Policy will be assigned the VATUSA S2 Rating Examination.
- Upon successful completion of the VATUSA S2 Rating Examination, students will be promoted to the S2 rating and permitted to control any local (tower) position, excluding Denver, within ZDV.

3.4 Denver Local Endorsement

- Students will be evaluated on Denver Tower on the SweatBox or the live network.
- Students who demonstrate proficiency in Denver Tower procedures will be issued a temporary Denver Local solo certification and permitted to control Denver Tower with an `.S_` included their callsign without mentor/instructor supervision.
- Students who demonstrate complete knowledge of Denver Tower procedures will be issued the Denver Local Endorsement and permitted to control any local (tower) position within ZDV.

3.5 S3 Rating

- Students will be evaluated on Grand Junction Approach on the SweatBox or the live network.
- Students who demonstrate the required competencies outlined in the VATSIM Global Ratings Policy will be assigned the VATUSA S3 Rating Examination.
- Upon successful completion of the VATUSA S3 Rating Examination, students will be promoted to the S3 rating and permitted to control any terminal (approach/departure) position, excluding Denver, within ZDV.

3.6 Denver TRACON Endorsement

- Students will be evaluated on Denver Approach on the SweatBox or the live network.
- Students who demonstrate proficiency in Denver Approach procedures will be issued a temporary Denver TRACON solo certification and permitted to control Denver Approach with an `.S_` included their callsign without mentor/instructor supervision.

- Students who demonstrate complete knowledge of Denver TRACON procedures will be issued the Denver TRACON Endorsement and permitted to control any terminal (approach/departure) position within ZDV.

3.7 Denver Center Endorsement

- Students will be evaluated on Denver Center on the SweatBox or the live network.
- Students who demonstrate proficiency in Denver Center procedures will be issued a temporary Denver Center solo certification and permitted to control a single Denver Center sector with an `_S_` included their callsign without mentor/instructor supervision.
- Students who demonstrate complete knowledge of Denver Center procedures will be assigned the VATUSA C1 Rating Examination.
- Upon successful completion of the VATUSA C1 Rating Examination, students will be promoted to the C1 rating, issued the Denver Center Endorsement and permitted to control any en route (center) position within ZDV.

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