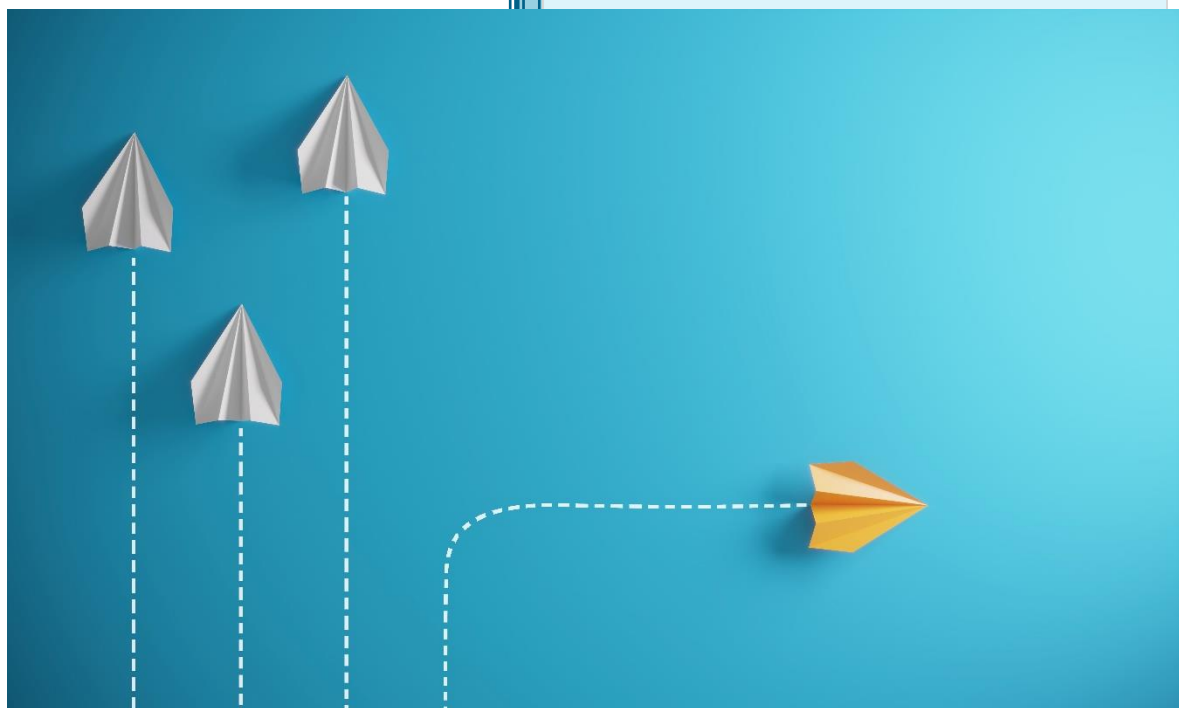


2025

CCAA Training Course Catalogue



2025-09-08

R0 9/8/2025

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Virtual/In-person Instructor-Led Workshops

Quality Systems Auditor: 2 Full Days

REGULAR PRICING: \$850.00 (+TAX) PARTNER PRICING: \$680.00 (+TAX)

This workshop provides a comprehensive overview of the steps involved in the audit process. Upon completion, participants will have a sound understanding of the auditing process, a key part of a Quality Assurance and Safety Management System. They will also recognize its importance in enhancing operational safety and improving operational performance.

Advanced Quality Systems Auditor: 2 Full Days

REGULAR PRICING: \$850.00 (+TAX) PARTNER PRICING: \$680.00 (+TAX)

This workshop provides a more detailed examination of the audit process. The course is customized to reflect the level of experience of the participants. It includes case studies and class projects to reinforce concepts of quality assurance. Upon completion of this workshop, participants will be better equipped to perform audits and related Quality Assurance tasks with a view to improving organizational performance.

Quality Assurance Manager: 2 Half Days

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)

Developed and based on Transport Canada regulations and guidance material, the Occupational Standard for a Quality Assurance Manager and industry experts, the objective of this workshop is to provide an individual with a solid understanding of the roles, responsibilities and duties of a Quality Assurance Manager.



Corrective Action Plans: 2 Half Days

Regular pricing: \$650.00 (+TAX) Partner pricing: \$520.00 (+TAX)

This workshop enables participants to develop meaningful and appropriate corrective action plans. On the successful completion of this workshop, participants will acquire a thorough understanding of how to interpret findings, develop corrective actions, determine root causes and develop preventative actions.

Company Aviation Safety Officer: 2 Full Days

REGULAR PRICING: \$850.00 (+TAX) PARTNER PRICING: \$680.00 (+TAX)

This virtual workshop is designed for individuals who have responsibilities as a Safety Officer or Safety Manager within their organization. This course meets the requirements of CAR's 705.153, 573.06(8) 302.505. It is also beneficial for operations managers who require the Company Aviation Safety Officer's (CASO) course to meet the requirements of CAR 723.07. Participants will gain in-depth knowledge of the different aspects of safety management to assess safety within their operation.

Advanced Risk Assessment: 1 Day

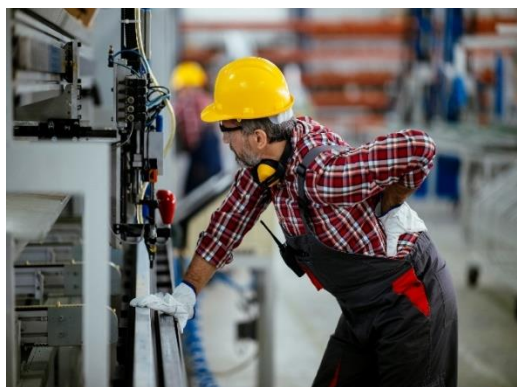
Day 1- (6.5 Hours) Day 2 (homework review-30mins-1 hour)

REGULAR PRICING: \$750.00 (+TAX) PARTNER PRICING: \$600.00 (TAX)

This workshop has been developed to meet the needs of safety and quality assurance personnel tasked with conducting or facilitating risk assessments and analysis for their organizations. Individuals who take this workshop should have a basic understanding of risk assessment and risk management principles, as this workshop will focus on techniques and methodologies that will take your risk assessment to the next level. The workshop builds on basic knowledge levels to introduce various methods to establish severity and probability.

Safety Management Systems Manager: 2 Half Days

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)



This workshop is designed for participants responsible for implementing and managing an SMS program within their organization. The course complements the CCAA Company Aviation Safety Officer (CASO) workshop and provides a strong base on which to build and manage a successful SMS program. It is recommended that participants have prior knowledge of the role and responsibilities of a Safety Officer before taking this course.

Safety Management Systems Investigations : 2 Half Days

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)

This Workshop is designed to help SMS and Safety personnel conduct basic investigations in an aviation environment. Whether you have never investigated or already have some experience in investigating, you will find useful information on how to effectively and efficiently conduct investigations.

Aviation Occupational Safety & Health: 1 Full Day

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)

This workshop is developed for Canadian (702,703,704,705, 604) air operators who have employees working onboard their aircraft. This workshop is designed for Managers, Supervisors, and Health & Safety Committee members to establish a robust Aviation Occupational Health & Safety program within their company. The intent of this workshop is to educate employers on the health and safety of their crew members, in accordance with the Canada Labour Code Part II, and the Aviation Occupational Health and Safety regulations.

Introduction to Fatigue Risk: 1 Half Day

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)

This course is designed to provide a comprehensive overview of the duties and responsibilities that fixed-based operator personnel have and how they relate to the effective functions and day-to-day operations of the airport organization. Line service technicians will be able to define the duties and responsibilities of personnel and demonstrate safety protocol amongst various departments. This course provides a clear understanding of how to rely on information and accurately navigate safely on the runway.

Fatigue Risk Management Systems: 2 Half Days

REGULAR PRICING: \$650.00 (+TAX) PARTNER PRICING: \$520.00 (+TAX)

The CCAA has created this workshop to support companies in the development and implementation of a fatigue risk management program. Participants will gain an in-depth understanding of the cause and effect of fatigue and will be given a roadmap and strategies to introduce an FRMS program. On successful completion of the workshop, participants will be able to lead both the design and the implementation of an effective FRMS Program.

Online/eLearning Courses

Aircraft Maintenance Technicians/ Basic Theory Training

Transport Canada Acceptable Training (Pending by Transport Canada)

REGULAR PRICING: \$5850.00 (+TAX) PARTNER PRICING: \$5265.00 (+TAX)

This program is an “acceptable” basic training program for Transport Canada licensing purposes. The program is completely online, available 24/7, allowing you to proceed at your own pace and at times convenient for you. Except for the quizzes and tests, you can exit the training at any point and pick up



where you left off when you next log in.

There is no fixed time for completion; the training follows a fixed path, and as you complete one course, the next one becomes available. Completed courses remain available for you to revisit and review at any time.

The total cost of the complete course is divided into three annual installments of \$1,950.00, plus applicable taxes. The first installment is due upon registration, while the remaining two are due in 12 and 24 months, respectively.

Aircraft Structures Technicians/ Basic Theory Training

Acceptable by Transport Canada

REGULAR PRICING: \$3900.00 (+TAX) PARTNER PRICING: \$3510.00 (+TAX)

This program is an “acceptable” basic training program for Transport Canada licensing purposes. The program is completely online, available 24/7, allowing you to proceed at your own pace and at times convenient for you. Except for the quizzes and tests, you can exit the training at any point and pick up where you left off when you next log in.

Each course consists of activities, lessons, quizzes and finally a course test. Successfully passing the course test allows you to move on to the next course. Your final transcript will contain your test marks for each of the 55 courses, showing successful completion of the program. To maintain the integrity of the tests without a live proctor, the system requires the use of a “Lockdown” Browser and access to your webcam. The cost for the complete course is payable in two annual installments of \$1,950.00 plus applicable taxes.

The first installment is payable upon registration, and the second is payable in 12 months.

Human Factors in Aviation-: 4-5 Hours

Available in English & French. (May be available through an in-person or virtual workshop)

REGULAR PRICING: \$99.00 (+TAX) PARTNER PRICING: \$79.00 (+TAX)

CCAA's Human Factors Training has been completely updated to reflect the latest science and learning strategies. Upon completion of this course, participants will have an in-depth understanding of the relationship between human factors and safety management. With a final exam, successful students receive a certificate of achievement valid for 3 years. The course covers areas such as:

- Understanding Human Factors and Safety Management
- Understanding Threats and Errors
- How to recognize and manage human factors
- The "Dirty Dozen" concept
- Understanding and addressing communication difficulties in the workplace

Workplace Hazardous Materials Information System (WHMIS 2015): 1.5 Hours

REGULAR PRICING: \$34.50 (+TAX) PARTNER PRICING: \$27.60 (+TAX)

The WHMIS 2015 course updates training to the revised standard for hazardous materials in Canada, designed to align with the GHS (Globally Harmonized System). This online course covers new WHMIS 2015 regulations. It consists of interactive training modules, including these key components: hazard identification, product classification, labelling, safety data sheets and workplace education and training.

Health & Safety for Aircraft Technicians: 2.5 Hours

REGULAR PRICING: \$129.00 (+TAX) PARTNER PRICING: \$103.20 (+TAX)

This course focuses on Workplace Hazards Recognition and Control; Personal Protective Equipment (PPE), Fall Protection Fundamentals, Environmental and Situational Safety, including Hangar Safety, SMS, Hazardous Materials, Airside and Hangar Safety Hazards. The course is specifically designed for the Aircraft Technicians' work environment.

Troubleshooting /Analytical Thinking: 6 hours

REGULAR PRICING: \$149.00 (+TAX) PARTNER PRICING: \$119.20 (+TAX)

Imagine you have X-ray vision that lets you look inside an airplane engine without taking it apart. That's what a borescope inspection is like. It's a way to inspect the inside parts of an engine using a special tool called a borescope. This is extremely important for keeping planes safe and making sure everything runs smoothly. This course will help the learner understand where and how a borescope may be used, and some key safety elements in using borescope equipment. At the end of the journey, you won't be the expert, but you will be confident to learn how to use a borescope with the help of a mentor.



Avionics Training: Fundamental Skills for Aircraft Electronic & Electrical Systems: 60 hours

REGULAR PRICING: \$799.00 (+TAX) PARTNER PRICING: \$639.20 (+TAX)

The role of the Aircraft Maintenance Technicians is changing in part due to the rapid changes in technology. Day-to-day activities of aircraft maintenance technicians (AMT) now also require significant expertise in avionics. This course provides the AMTs with a clear understanding of Avionics to expand their abilities and competency in the following areas:

- Basic Electronics (A review)
- Basic Digital Computer Systems and Software
- Avionics Specialized Skills
- Communications Systems
- Navigation Systems
- Indicating and Recording Systems
- Auto Flight System
- Integrated Modular Avionics Systems
- Central Maintenance and Information Systems
- Cabin Systems

Aviation & Aerospace Manager - Level 1 (Only): 30 hours

REGULAR PRICING: \$345.00 (+TAX) PARTNER PRICING: \$270.00 (+TAX)

CCAA's Aviation and Aerospace Manager online course is designed exclusively for the Canadian aviation and aerospace sectors based on the CCAA's Occupational Standard. The Aviation and Aerospace Manager - Level One online training course is focused on management needs for technicians who want to advance into supervisory roles. The course content introduces the following seven topics:

- Safety & Security
- Administration
- Production
- Finance
- Business Development
- Communication
- Human Resources





Canadian Aviation Regulations

Currently being updated, please contact Sohini Famili at (sfamili@avaerocouncil.ca) for more information

*The Canadian Council for Aviation and Aerospace (CCAA) has developed online training for the Canadian Aviation Regulations (CARs), offering 17 role-specific options in **English and French**. Each course is tailored for a specific function within an organization, so most individuals will*

only need to complete one stream. These courses are designed for those employed in manufacturing, maintenance, and design roles, including those performing entry-level tasks. All courses guide how to access and interpret the CARs.

Stream 1: Cars For Manufacturers – General: 9 hours

REGULAR PRICE: \$220 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Supervisory and Design Personnel

This course provides a general overview of regulations common to manufacturers of aeronautical products. The content includes portions of part 2 of the CARs specific to identification plates, information specific to flight authorities, an overview of type design requirements, manufacturers' requirements, and a brief overview of quality assurance and safety management.

Stream 2: Persons Performing Work on an Aircraft: 10 Hours

REGULAR PRICE: \$220 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Individuals performing maintenance activities primarily on aircraft in an approved maintenance organization, who are not holders of an Aircraft Maintenance Engineer license.

Content in this course includes the applicable CARs specific to the roles and responsibilities of individuals performing maintenance activities primarily on aircraft in an approved maintenance organization who are not holders of an Aircraft Maintenance Engineer license.

Stream 3: Aircraft Maintenance Engineer: 38 hours

REGULAR PRICE: \$470 (+TAX) PARTNER PRICING: \$375.00 (+TAX)

Intended Audience: Individuals preparing for the Aircraft Maintenance Engineer regulatory requirements examination administered by Transport Canada.

This course addresses the applicable CARs specific to the roles and responsibilities of aircraft maintenance engineers. The course is intended to prepare individuals for the regulatory requirements examination administered by Transport Canada. In addition, the course covers a complete review of management systems, quality assurance and safety management.

Stream 4: Persons Performing Work in a Shop: 9 hours



REGULAR PRICE: \$220 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Individuals performing maintenance activities primarily on aeronautical components in an approved maintenance organization.

This course details the applicable CARs specific to the roles and responsibilities of individuals performing maintenance activities primarily on aeronautical components in an approved maintenance organization.

Stream 5: Persons Performing Elementary Work: 4 hours

REGULAR PRICE: \$115 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Individuals performing elementary work on behalf of the owner-operator

This brief course addresses the applicable CARs specific to the role and responsibilities of individuals performing elementary work on behalf of the owner-operator.

Stream 6: Person Responsible for the Control of Maintenance-Approved Operator: 17 hours

REGULAR PRICE: \$345.00 (+TAX) PARTNER PRICING: \$275.00 (+ TAX)

Intended Audience: Individuals who are, or will be, the Person Responsible for the Control of Maintenance employed by an approved operator.

The course content includes a comprehensive examination of the applicable CARs specific to the roles and responsibilities of the Person Responsible for the Control of Maintenance of an approved operator. In addition, a brief overview of quality assurance and safety management is also included.

Note: This course is NOT intended for individuals who currently or are about to occupy the role of a Person Responsible for Maintenance employed by the maintenance provider (approved maintenance organization).

Stream 7: Person Responsible for Maintenance - Approved Maintenance Organization: 38 hours

REGULAR PRICE: \$345.00 (+TAX) PARTNER PRICING: \$275.00 (+TAX)

Intended Audience: Persons Responsible for Maintenance employed in an Approved Maintenance Organization.

The content covered in this course includes the applicable CARs specific to the roles and responsibilities of the Person Responsible for Maintenance employed in an approved maintenance organization. In addition, the course introduces quality assurance and safety management.

Note: This course is NOT intended for individuals presently in the role of a person responsible for the control of maintenance employed by the aircraft operator.



Stream 8: Accountable Executive –Approved Maintenance Organization: 16 hours

REGULAR PRICE: \$345.00 (+TAX) PARTNER PRICING: \$275.00 (+TAX)

Intended Audience: Individuals who are or will be the Accountable Executive in an Approved Maintenance Organization.

This course covers the applicable CARs specific to the roles and responsibilities of Accountable Executives employed with approved maintenance organizations. A brief overview of quality assurance and safety management is also included in this course.

Stream 9: Part Design Approvals: 8 hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Holders Part Design Approvals

This course describes in detail applicable CARs specific to the holders of part design approvals.

Stream 10: Repair Design Approvals: 4 hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Holders Repair Design Approvals

This course details the applicable CARs specific to the roles and responsibilities of individuals performing maintenance activities primarily on aeronautical components in an approved maintenance organization.



Stream 11: Supplemental Type Certificates: 5 Hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Holders of Supplemental Type Certificates

This course describes in detail applicable CARs for Holders of Type Certificates.

Stream 12: Technical Standing Order Design Approvals: 4 hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Technical Standing Order Design Approval Holders.

This course details the applicable CARs specific to the technical standing order design approvals.

Stream 13: Type Certificate Holders: 5 hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Holders of Type Certificates

This course describes, in detail, applicable CARs specific to the holders of type certificates.

Stream 14: Design Approval Holders: 8 hours

REGULAR PRICE: \$220.00 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Design Approval Holders

This course details the applicable CARs specific to the holders of design approvals.

Stream 15: Persons Performing Work - Manufacturing: 3 hours

REGULAR PRICE: \$115.00 (+TAX) PARTNER PRICING: \$89.00 (+TAX)

Intended Audience: Persons Performing Work in a manufacturing organization

This course reviews the applicable CARs specific to the roles and responsibilities of individuals performing manufacturing activities.

Stream 16: Person Responsible for Activities -Manufacturing: 12 hours

REGULAR PRICE: \$220.00 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Persons Responsible for Activities in a manufacturing organization

Course content includes information on the applicable CARs specific to the roles and responsibilities of the Person Responsible for Activities within a manufacturing organization, and describes quality assurance and safety management.

Stream 17: Accountable Executives – Manufacturing: 8 hours

REGULAR PRICE: \$220.00 (+TAX) PARTNER PRICING: \$175.00 (+TAX)

Intended Audience: Accountable Executives in a manufacturing organization.

Course content includes information on the applicable CARs specific to the roles and responsibilities of the Accountable Executive of manufacturing organizations.

The course provides insight into regulations common to manufacturers of aeronautical products. The content includes portions of Part 2 of the CARs specific to identification plates, information specific to flight authorities, type design requirements, manufacturers' requirements, as well as quality assurance and safety management.

Questions?

Online, Virtual Instructor-Led & Classroom Training contact:

Sohini Famili- Skills Development & Partnerships Manager

Phone: (613) 727-8272 x 232 Email: sfamili@avaerocouncil.ca

