



# Program Guide



<b>TABLE OF CONTENTS</b>
--------------------------

**Chapter 1: Introduction to Aviate<sup>SM</sup>.....2**

**Chapter 2: Aviate Eligibility Requirements ..... 5**

**Chapter 3: Application Process..... 8**

**Chapter 4: Aviate Compliance ..... 13**

**Chapter 5: Transitioning to United ..... 18**

**Chapter 6: Program Disclaimers ..... 24**



## Chapter 1: Introduction to Aviate<sup>SM</sup>

### A. Aviate<sup>SM</sup> Background

Aviate<sup>SM</sup> is United Airlines, Inc.'s pilot career development program offering both aspiring flight students and commercial pilots a defined career path to United as a First Officer. Aviate's goal is to attract outstanding people who want to join the very best team of pilots in the aviation industry. United understands that in order to do this, Aviate must be flexible enough to accommodate individuals at every stage of their training and development.

Through its network of participating universities, professional flight training organizations, Part 135 operators, and United Express carriers, United is able to offer Candidates<sup>1</sup> multiple points of entry into Aviate. Candidates who apply and are selected to join Aviate will benefit from a career path that is tailored to their current experience level, enabling them to build flight hours and develop as leaders in preparation for a potential position with United as a First Officer.

United's success depends upon its ability to attract and retain talented pilots to operate its aircraft and ensure that its passengers are delivered safely and reliably to the destinations served by United and United Express. At the same time, United understands that the costs associated with becoming a pilot are significant. Aviate is designed to ease some of the uncertainty faced by flight students and aspiring airline pilots by providing a path to potential employment with United, and clear direction on the qualifications and milestones that must be achieved in order to advance down this path.

### B. Joining Aviate

Flight students and commercial pilots who wish to apply to Aviate have multiple available entry points into the program. Each entry point has specific eligibility criteria, characteristics, and requirements that are determined primarily by the Candidate's experience level and current certifications. As a result, not all entry points are available to, or appropriate for, all Candidates. Therefore, it is important that each Candidate understand which is best for their career progression.

1. University Entry Point. Candidates who hold a private pilot certificate and are currently pursuing, or have obtained, a bachelor's degree from a participating four-year university that will make, or makes, such Candidates eligible for an R-ATP certificate are eligible to apply to Aviate through the University Entry Point.

---

<sup>1</sup> For purposes of this Program Guide, "Candidate" means an individual that has submitted an application and is in the screening or selection process for Aviate.



2. Professional Flight Training Entry Point. Candidates who hold a private pilot certificate and are currently pursuing, or have obtained, their commercial pilot certification and ratings at, or from, a participating professional flight training organization are eligible to apply to Aviate through the Professional Flight Training Entry Point.
3. Experience-Build Entry Point. Candidates who are building hours towards an ATP or R-ATP by serving as a CFI at a participating university, participating professional flight training organization, or serving as a commercial pilot at a participating Part 135 operator are eligible to apply to Aviate through the Experience-Build Entry Point.
4. UAX Entry Point. Candidates who are currently employed as a pilot at a participating United Express carrier are eligible to join Aviate through the UAX Entry Point.
5. United Aviate Family Programs Entry Point. If you have one of the following connections with United, you may be eligible to apply to Aviate through one of the United Aviate Family Programs ("**Family Programs**"): (a) you are an active or furloughed United employee; (b) you are a dependent of an active or furloughed United employee; or (c) you are a former United Flight Operations Professional Pilot Intern that successfully completed such internship with United. If you have any such connection with United, you should review the information at <https://unitedaviate.com/aviate-program-career-paths/united-employee-dependent-intern> for more details.

Detailed information regarding the University Entry Point, the Professional Flight Training Entry Point, the Experience-Build Entry Point, and the UAX Entry Point, including information regarding eligibility criteria and transition requirements can be found in the following chapters of this program guide. A list of participating universities, professional flight training organizations, Part 135 operators, United Express carriers and Family Programs can be found on the Aviate website located at [unitedaviate.com](https://unitedaviate.com). United makes changes to the network of participating institutions that are within the Aviate ecosystem over time, so check the Aviate website for the latest information to confirm your university, professional flight training organization, Part 135 operator, or United Express carrier's participation.

### **C. Qualifying for a First Officer Position at United Through Aviate**

Once in Aviate, Participants<sup>2</sup> are expected to pursue any certifications and ratings necessary to serve as a professional pilot, accrue the hours necessary to obtain an ATP or R-ATP, and ultimately obtain (1) employment with a participating United Express carrier, (2) employment with a participating Part 135 operator in a leadership role, or (3) employment with United in a Fleet Technical Instructor (FTI) role. Each of these employment paths will enable Participants to transition to United through Aviate. Detailed information regarding requirements for transitioning

---

<sup>2</sup> For purposes of this Program Guide, "Participant" means an individual that has been accepted into and joined Aviate, signed the Aviate Participant Agreement, and is on the Aviate List (as defined herein).



to United can be found in Chapter 5 of this program guide.

#### **D. Aviate List**

The Aviate list ("**Aviate List**") is a registry of all Aviate Participants ordered by each Participant's date of entry onto the Aviate List ("**Aviate Date**"). When a Participant joins a United Express carrier, they will be moved to a dedicated Aviate List that includes all Participants who are employed with such United Express carrier. All Participants will have an Aviate Date based on the date such Participants join Aviate, regardless of their chosen Entry Point.

In order to remain on the Aviate List, Participants must remain in compliance with all Aviate requirements and be actively working towards meeting the requirements to transition to United. If a Participant fails to comply with the foregoing requirements, then United may, in its sole discretion, remove such Participant from Aviate and the Aviate List and/or revise the Aviate Date for such Participant.

As United hires Participants, it will do so based on Participants' place on the respective Aviate Lists. In the event two or more Participants at the same United Express carrier have the same Aviate Date, the order of priority will be based on their United Express carrier's seniority ranking. However, other factors, as determined by United in its sole discretion, such as staffing demands and operational requirements, may also affect the Participants' priority to transition to United.

#### **E. Other Aviate Benefits**

As part of Aviate, Participants may also be eligible to receive additional privileges offered by United. The availability of these privileges and any conditions that must be complied with by the Participant in order to receive, utilize and retain these privileges will be subject to United's separate policies pertaining to such privileges. Information about such additional privileges may be found at [unitedaviate.com](http://unitedaviate.com).

UNLESS OTHERWISE SPECIFIED HEREIN, ANY PRIVILEGES CONFERRED UPON A PARTICIPANT BY UNITED IN CONNECTION WITH SUCH PARTICIPANT'S STATUS WITHIN AVIATE SHALL BE ENTIRELY AT UNITED'S DISCRETION, AND MAY BE WITHDRAWN AT ANY TIME.



## Chapter 2: Aviate Eligibility Requirements

To be eligible to participate in Aviate, all Candidates must satisfy the general Aviate requirements, as well as the specific requirements applicable to the Candidate's entry point into Aviate.

### A. General Requirements

Candidates must satisfy all of the following requirements in order to be eligible to apply to Aviate through any entry point:

1. hold a Private Pilot Certificate;
2. hold a valid FAA medical certificate that was originally issued as a first or second-class medical certificate;
3. have a high school diploma or GED equivalent; and
4. not have exceeded the maximum number of Attempts (as defined in Chapter 3) to apply to Aviate, a prior CPP, or United as set forth in Chapter 3.

### B. Entry Point-Specific Requirements

In addition to the general requirements set forth above, Candidates for Aviate must meet the following entry point-specific requirements:

1. University Entry Point. Candidates applying to Aviate through the University Entry Point, must:
  - a. be either (i) a current student at a participating university, pursuing an aviation degree that will result in eligibility for an R-ATP certificate and having completed at least two semesters of coursework, or (ii) a graduate of a participating university, holding an aviation degree that makes such graduate eligible for an R-ATP certificate;
  - b. in the case of current students, be in good standing with their participating university;
  - c. have no documented violations of their applicable university's student code of conduct (or equivalent policy), or have been the subject of any disciplinary actions; and



d. have no more than four primary training failures.<sup>3</sup>

2. Professional Flight Training Entry Point. Candidates applying through the Professional Flight Training Entry Point must:

a. be receiving flight training at a participating professional flight training organization or have earned a commercial pilot certificate with an instrument rating from a participating professional flight training organization;

b. in the case of current students, be in good standing with their participating professional flight training organization;

c. have no documented violations of their applicable professional flight training organization's student code of conduct (or equivalent policy), or have been the subject of any disciplinary actions; and

d. have no more than four primary training failures.

3. Experience-Build Entry Point. Candidates applying through the professional Flight Training Entry Point must:

a. be either: (i) currently employed as a CFI at a participating university or participating professional flight training organization or as a commercial pilot at a participating Part 135 operator; or (ii) have accepted an employment offer as a CFI at a participating university or participating professional flight training organization or as a commercial pilot at a participating Part 135 operator with a verifiable employment start date that is no later than 180 days after the date of applying to Aviate (*i.e.*, the date a Candidate submits their [airlineapps.com](http://airlineapps.com) application);

b. be in good standing with their participating university or participating professional flight training organization or participating Part 135 operator, as applicable; and

c. have met acceptable performance standards, as determined by United in its sole discretion, which may include consideration of a Candidate's training, dependability, and disciplinary records.

---

<sup>3</sup> For purposes of this Program Guide, a "primary training failure" is defined as any check ride conducted under Part 61 or Part 141 operations by, or on behalf of, the FAA that results in the issuance of a private, instrument, commercial, multi engine or CFI certificate/ratings.



4. UAX Entry Point. Candidates applying through the UAX Entry Point must:
  - a. Currently employed as a pilot at a participating United Express carrier;
  - b. be in good standing with the participating United Express carrier; and
  - c. have met acceptable performance standards, as determined by United in its sole discretion, which may include consideration of a Candidate's training, dependability, and disciplinary records.
  
5. United Aviate Family Programs Entry Point. Candidates who have one of the following connections with United: (i) you are an active or furloughed United employee; (ii) you are a dependent of an active or furloughed United employee; or (c) you are a former United Flight Operations Professional Pilot Intern that successfully completed such internship with United may be eligible to apply through one of the Family Programs:
  - a. United Aviate Employee Program: <https://ft.ual.com/Employee-Services/CareerOpportunities/availableOpportunities/united-aviate-employee-program>;
  - b. United Aviate Dependent Program: <https://ft.ual.com/employee-services/careeropportunities/availableopportunities/united-aviate-employee-program/dependent>; or
  - c. United Aviate Intern Program: <https://unitedaviate.com/aviate-program-career-paths/united-employee-dependent-intern>.

More information on the Family Programs that are available to current, furloughed, and retired employees can be found on United's internal portal: Flying Together.

For questions regarding the eligibility criteria set forth in this Chapter 2, please contact Aviate's pilot hiring support at [aviate@united.com](mailto:aviate@united.com).





## Chapter 3: Application Process

### A. University Entry Point, Professional Flight Training Entry Point, Experience-Build Entry Point and United Aviate Family Programs Entry Point

#### 1. Application

Candidates who desire to join Aviate through the University Entry Point, the Professional Flight Training Entry Point, the Experience-Build Entry Point or the United Aviate Family Programs Entry Point are required to submit an application to Aviate. Candidates may apply to Aviate at any time, provided they meet the eligibility requirements set forth in Chapter 2, subject to the rules for multiple applications set forth in this Chapter 3.

A Candidate may submit an application to join Aviate by visiting [unitedaviate.com](http://unitedaviate.com). United will also provide any additional information regarding the remainder of the application process.

#### 2. Initial Screening

Following submission of an application, United will conduct an initial screening of the application. This initial screening will be solely focused on the merits of the application and will not involve any direct contact with the Candidates themselves. Candidates that do not pass the initial screening will be notified by email.

#### 3. The Leadership Inventory and “Becoming United” Assessments

Candidates who pass the initial screening will be invited *via* email to take the Leadership Inventory and “Becoming United” assessments. These will be completed remotely, online.

The Leadership Inventory is a computer-based, pre-hire assessment to help determine a Candidate’s suitability for eventual employment with United. “Becoming United” is a pre-hire assessment used to determine a Candidate’s fit with United’s values, service culture, and the core4 qualities: Safe, Caring, Dependable, and Efficient.

#### 4. Panel Interview and Technical Readiness Review / Technical Skills Assessment

Candidates who pass the initial screening will be invited *via* email to interview with United either remotely or at United’s Flight Training Center in Denver, Colorado (or other location specified by United). Candidates must complete the interview within 180 days after receiving the initial invitation to interview with United. Candidates may receive multiple invitations to interview, subject to the limitations set forth in this Chapter 3; however, the 180-day deadline for completing the interview begins once the first invitation is received.



For Candidates interviewing in person, United will provide round-trip, positive space travel for the Candidate to United's Flight Training Center in Denver, Colorado (or any other location specified by United). The Candidate will be responsible for all other travel expenses, including lodging and meals.

Each Candidate's interview will consist of a panel interview and a technical assessment. The panel interview consists of behavior-based questions and a Technical Readiness Review (TRR). The TRR consist of technical questions to determine if the Candidate has the foundational knowledge required to be successful as a pilot at United, and may be adjusted for the Candidate's entry point and expected level of knowledge.

Candidates who do not complete their panel interview within 180 days after the date of receiving United's initial invitation to interview will be removed from the selection process. Such Candidates will be required to provide their rationale via [aviate@united.com](mailto:aviate@united.com) for not having completed an interview within such time period, and request approval to reinstate eligibility.

#### 5. Acceptance Board of Review

Once a Candidate completes the panel interview and online assessments discussed above, the Candidate's entire application portfolio will be submitted to United's Acceptance Board of Review for the final decision. If the United Acceptance Board of Review approves the Candidate, United will extend an offer to join Aviate to the Candidate by phone or email.

#### **B. UAX Entry Point**

Candidates who desire to join Aviate through the UAX Entry Point are required to complete the United Express carrier's application and hiring processes. Upon hiring of such Candidate by the applicable United Express carrier, the Candidate may elect to join Aviate by simply opting in during their onboarding process at such United Express carrier or at any time thereafter. Once approved, United will extend an offer to join Aviate to the Candidate via phone or email.

#### **C. Consent to Records Release**

By submitting an application, Candidates consent to United's receipt of and access to any of the Candidates' records that may be necessary to verify such Candidates' employment status or training, dependability, and discipline at the applicable participating university, professional flight training organization, Part 135 operator, or United Express carrier. Upon United's request, such Candidates will be required to sign the release described below.



## **D. Participation Agreement and Verification of Eligibility**

### **1. The Participant Agreement and Required Records**

After a Candidate has received an offer from United to join Aviate, such Candidate will be required to execute an Aviate Participant Agreement, which may include execution of a records release, as described below.

### **2. Verification of Initial Eligibility to Join Aviate**

Candidates who apply to Aviate through the University Entry Point or the Professional Flight Training Entry Point will submit any additional documentation necessary to verify such Candidates enrollment status at their participating university or professional flight training organization, as applicable. United will inform the Candidate of the verification procedure and documentation that will be required.

Candidates who apply to Aviate through the Experience-Build Entry Point or the UAX Entry Point will be required to sign a release permitting the applicable participating university, professional flight training organization, Part 135 operator, or United Express carrier to provide United: (a) the Candidates' training, dependability and disciplinary records; and (b) verification of such Candidates' employment through their participating university's, professional flight training organization's, Part 135 operator's, or United Express carrier's human resources or operations department, as applicable. United will inform the Candidate of the verification procedure and documentation that will be required.

If a Candidate does not provide documentation or verification satisfactory to United, as determined by United in its sole discretion, such Candidate may be removed from Aviate.

*\*\*\*See Chapter 4 for additional details pertaining to additional documentation that may be required as Participants progress through Aviate.*

## **E. Candidates Who Do Not Receive an Offer to Join Aviate**

If at any point in the above process, the Candidate does not meet United's selection criteria or fails to follow United's application guidelines, United will notify the Candidate by email of their removal from the Aviate selection process.

Removal from the selection process for failure to meet United's screening criteria or follow the application process requirements will not be considered an unsuccessful Attempt for purposes of this Chapter 3.



## **F. Candidates Who Decline an Offer to Join Aviate**

Candidates who receive but decline an offer to join Aviate (either expressly or by failure to accept such offer and comply with the acceptance conditions set forth herein) will not be eligible to join Aviate in the future. This includes all entry points (e.g., if the Candidate is accepted into the Experience-Build Entry Point and declines the offer, the Candidate will not be eligible to elect to join Aviate through the UAX Entry Point). Notwithstanding the foregoing, Candidates at a participating United Express carrier who have not previously declined an offer to join Aviate, may elect to join Aviate any time during their employment with such United Express carrier or choose to apply to United *via* the traditional pilot hiring process even if such Candidate did not initially elect to join Aviate when first hired by such United Express carrier.

## **G. Applying to Aviate if the Candidate Has Previously Applied**

A Candidate will only be permitted two Attempts (as defined below) to join United as a pilot, whether through Aviate, a prior CPP, and/or United's traditional pilot hiring process, subject to the following:

1. Candidates<sup>4</sup> who have previously Attempted to join Aviate through the University Entry Point, Professional Flight Training Entry Point, Experience-Build Entry Point, or United Aviate Family Programs Entry Point but were unsuccessful in their first Attempt remain eligible to:
  - a. apply to Aviate for their second Attempt through the University Entry Point, Professional Flight Training Entry Point, Experience-Build Entry Point, or United Aviate Family Programs Entry Point, provided that such Candidates wait at least 12 calendar months after their first failed Attempt; or
  - b. obtain employment at a participating United Express carrier and opt in to Aviate through the UAX Entry Point; or
  - c. apply to United through United's traditional pilot hiring process, provided that such Candidates wait at least 12 calendar months after their first failed Attempt.
2. Candidates<sup>5</sup> who have previously Attempted to join Aviate through the UAX Entry Point, a prior CPP, or United through United's traditional pilot hiring process but were

---

<sup>4</sup> This Section (G)(1) applies to Candidates who had not completed their initial operating experience (IOE) at a Part 121 carrier prior to Attempting to join Aviate and completed a Technical Readiness Review (TRR) during their interview process but were unsuccessful in their first Attempt.

<sup>5</sup> This Section (G)(2) applies to Candidates who had completed their initial operating experience (IOE) at a Part 121 carrier prior to Attempting to join Aviate and completed a Technical Skills Assessment (TSA) during their interview process but were unsuccessful in their first Attempt.



unsuccessful in their first Attempt are not eligible to apply, or opt in, to Aviate but remain eligible to apply to United through United's traditional pilot hiring process, provided that such Candidates wait at least 12 calendar months after their first failed Attempt.

**Attempt** or **Attempted** means completing an interview, or scheduling an interview but failing to appear for such interview, for Aviate, any prior CPP, or United through United's traditional pilot hiring process. Completing the Leadership Inventory alone will not be considered an Attempt.

#### **H. Applying Through the United Traditional Pilot Hiring Process as an Aviate Participant**

Participants in Aviate are allowed to apply to United through the traditional pilot hiring process; provided that such Participants will be required to withdraw from the Aviate in the event they are selected for and schedule a traditional interview with United. See [Chapter 5](#) for additional information.



## Chapter 4: Aviate Compliance

### A. General Performance Standards

Participants of Aviate are expected to maintain high standards of performance while in the program. Performance measurements will be based on a Participant's five years of service immediately prior to transitioning to United, or such shorter period of service as United may determine in its sole discretion, and will be inclusive of the six general criteria below:

1. Training. Participants are expected to maintain an acceptable training level, with no more than one failure of any certificated regulatory check ride<sup>6</sup>.
2. Discipline. Participants are expected to maintain a disciplinary record acceptable to United. United will evaluate each Participant's disciplinary actions while at a participating university, professional flight training organization, Part 135 operator, or United Express carrier and determine, in its sole discretion, how such actions may or may not affect such Participant's standing in Aviate.
3. Dependability. Participants are expected to maintain the same dependability standards as United's own pilots, meaning no documented and unexcused occurrences of any of the following, unless such occurrences are considered Approved Leave<sup>7</sup>:
  - a. sick call over a company-recognized holiday;
  - b. failure to operate an assigned flight or event without notice;
  - c. notification of sick leave less than two hours prior to a scheduled event;
  - d. sick call impacting an assigned training event;
  - e. failure of the Participant to be contactable when required;
  - f. sick call prior to, or following, a scheduled vacation; and

---

<sup>6</sup> For purposes of this Program Guide, a "certificated regulatory check ride" is defined as any check ride conducted under Part 121 or Part 135 operations by, or on behalf of, the FAA.

<sup>7</sup> For purposes of this Section, "Approved Leave" shall mean leaves of absence covered by the Family and Medical Leave Act (FMLA) or other legally protected leaves of absence.

g. greater than four absences in a rolling 12-month period.<sup>8</sup>

4. Active Pursuit of Requirements. Participants are expected at all times to actively pursue the achievement of the requirements necessary to transition to United as set forth in Chapter 5, except in the case of Approved Leave. A Participant's failure to do so may be a factor that impacts their ability to remain within Aviate.

5. Regular Reporting. Participants are expected to provide updated records as required by United.

6. Coaching & Development Program. Participants are expected to participate in the Aviate coaching and development program as required by United.

Upon acceptance into Aviate, Participants will be provided a mechanism for submitting to United mitigating inputs or details for any actions taken by a participating university, professional flight training organization, Part 135 operator, or United Express carrier relating to the foregoing criteria.

## **B. University Entry Point and Professional Flight Training Entry Point Performance Standards**

In addition to the general performance requirements set forth in this Chapter 4, Participants who are current students and joined Aviate through the University Entry Point or Professional Flight Training Entry Point are expected to complete the following requirements:

1. In the case of university students, graduate from a participating university with a bachelor's degree that makes such Participant eligible for an R-ATP certificate;
2. In the case of professional flight training organization students, obtain a commercial pilot certificate and instrument rating from a participating professional flight training organization;
3. Remain in good standing with their participating university or professional flight training organization, as applicable; and
4. Have no documented violations of their applicable university or professional flights training organization's student code of conduct (or equivalent policy) or have been the subject of any disciplinary actions.

After the requirements set forth in this Section B are satisfied, Participants are expected to pursue either employment with a participating United Express carrier, employment with a participating Part 135 operator in a leadership role, or a Fleet Technical Instructor (FTI) role with United for

---

<sup>8</sup> For purposes of this Section, if a Participant is absent from an assigned flight with multiple legs, the entire assigned flight will count as one absence, instead of an absence per leg of the assigned flight.



eventual transition to United as a First Officer. Notwithstanding a Participant's satisfaction of the requirements set forth in this Section B, if a Participant elects to join a Part 135 operator, such Participant will be required to meet the minimum time of service and flight hours requirements set forth in Section C of this Chapter 4.

Participants who do not meet the bachelor's degree or commercial pilot certificate and instrument rating requirements in this Section B, as applicable, will be required to either (a) serve as a CFI with a participating university or participating professional flight training organization, or as a commercial pilot at a participating Part 135 operator until satisfying all of the minimum time of service and flight hours requirements set forth in Section C of this Chapter 4 or (b) pursue employment with a participating United Express carrier; provided, however, if a Participant pursues employment with a participating United Express carrier, their Aviate Date will be reset to their date of hire at such participating United Express carrier.

### **C. Experience-Build Entry Point Performance Standards**

In addition to the general performance requirements set forth in this Chapter 4, Participants who enter Aviate as a CFI with a participating university or participating professional flight training organization, or as a commercial pilot at a participating Part 135 operator will be required to serve as a CFI at such participating university or participating professional flight training organization, or as a commercial pilot at a Part 135 operator until satisfying all of the following minimum time of service and flight hours requirements:

1. Participants must have accrued a minimum of 750 flight hours<sup>9</sup> at the participating university, professional flight training organization, or Part 135 operator, unless Participant obtains a waiver of such minimum flight hours requirement from their participating university, professional flight training organization, or Part 135 operator, as applicable, and obtains employment at another participating institution. Flight hours accrued by Participants during Active Duty Military Service<sup>10</sup> may be applied towards their Aviate flight hours requirement for so long as: (a) the flight hours were accrued prior to or during the Participant's enrollment in Aviate; (b) the Participant was employed by the participating university, professional training organization, or Part 135 operator to which the flight hours requirement relates during such Active Duty Military Service; (c) the flight hours were accrued on a fixed-wing aircraft or rotorcraft; and the flight hours Participant desires to

---

<sup>9</sup> All references to minimum flight hours in this Chapter 4 exclude simulator time while a Participant is receiving training.

<sup>10</sup> For purposes of this Program Guide, "Active Duty Military Service" shall mean full-time duty status in the active uniformed service of the United States, including while on military leave or during mobilization.





apply towards the applicable flight hours requirement do not exceed 50% of such flight hours requirement.

2. Participants employed as commercial pilots at a Part 135 operator must have accrued at least the minimum active service time required by their Part 135 operator or served at least 18 months, whichever is greater, unless Participant obtains a waiver of such minimum time of service requirement from the Chief Operating Officer, or equivalent operational leader, of their Part 135 operator. If a Participant has accrued active service at a Part 135 operator prior to joining Aviate, then the Participant can retroactively apply such active service to the time of service requirement of such participating Part 135 operator.

3. Participants must have met any other obligations or requirements of the applicable participating university, professional flight training organization, or Part 135 operator, as determined solely by the applicable participating university, professional flight training organization, or Part 135 operator.

Participants will be required to submit documentation demonstrating their satisfaction of all applicable minimum time of service and flight hours requirements to United. If a Participant has obtained a waiver of the minimum active time of service requirement in accordance with Section (C)(2) above, such waiver must be submitted to [aviate@united.com](mailto:aviate@united.com) to be recorded in Participant's record. If a Participant does not provide documentation or verification satisfactory to United, then such Participant will (a) be removed from Aviate or (b) have their Aviate Date adjusted, in each case, in United's sole discretion.

After the requirements set forth in this Section C, are satisfied, Participants are expected to pursue, or continue, as applicable, either employment with a United Express carrier, employment with a Part 135 operator in a leadership role, or a Fleet Technical Instructor (FTI) role with United.

#### **D. Ongoing Records Reporting Requirements**

Participants will be required to provide any records requested by United, including any documentation necessary to verify their employment status, training, performance, dependability, and discipline at their participating institution(s).

#### **E. Progression Reporting**

Participants, excluding those currently flying at a participating United Express carrier, must keep their Airline Apps profile, or other reporting method as determined by United in their sole authority, up to date with their employment and flight experience.

Participants will be required to sign a release every time such Participants changes employers (e.g., when a Participant who joined on the Experience-Build Entry Point and was employed as a



CFI for a professional flight training organization transitions to a United Express carrier, such Participant will be required to sign a release permitting such United Express carrier to release the Participants information to United); *provided, however*, Participants who are attending a participating university and joined Aviate through the University Entry Point or the Experience-Build Entry Point, will not be required to sign a release until such Participants transition from their participating university to a participating professional flight training organization, Part 135 operator, or United Express carrier.



## Chapter 5: Transitioning to United

### A. Transition Eligibility from a United Express Carrier

A Participant in Aviate who is employed as a pilot with a participating United Express carrier is eligible to transition to United as a First Officer if they:

1. meet one of the requirements set forth below:
  - a. Participant has a bachelor's degree;
  - b. Participant has graduated from United Aviate Academy; or
  - c. Participant has flown a minimum of 1,000 flight hours while serving as a Captain with the United Express carrier (such flight hours to be included in the minimum flight hours set forth in Section (A)(2) below).
2. have flown a minimum of 2,000 flight hours<sup>11</sup> with the United Express carrier solely for the benefit of United, except as set forth below:
  - a. Participants who serve as Captains will be required to have flown a minimum of 1,500 total flight hours with the United Express carrier. If such Participants are downgraded to First Officer, such Participants' required total flight hours will remain at 1,500; *provided, that* (i) the downgrade was due to displacements caused by a reduction in flight operations, and (ii) such Participants have completed operating experience as a Captain.<sup>12</sup>
  - b. Participants who serve in a non-flying instructor role will be required to have flown 2,000 flight hours (or 1,500 flight hours where a Participant upgrades to Captain) with the United Express carrier, but the following flight hour credits shall apply towards this hour requirement:
    - i. A Participant will receive 50% flight hour credit for each hour of non-simulator ground instruction provided by such Participant up to a maximum of 50% of the required minimum flight hours; and

---

<sup>11</sup> All references to minimum flight hours in this Chapter 5 exclude simulator time while a Participant is receiving training.

<sup>12</sup> For purposes of this Program Guide, "operating experience" shall have the meaning assigned such term in the applicable section of the Code of Federal Regulations (CFR); 14 CFR § 121.434.



- ii. A Participant will receive 100% flight hour credit for each hour of service as a Line Check Airman (LCA) or simulator flight instruction provided by such Participant.
  - c. Participants who do not bid or hold a line schedule due to holding (i) a full-time management position with a United Express carrier, or (ii) a full-time leadership position in a pilot union, will receive 30 flight hour credits per month, up to an aggregate maximum of 500 total flight hour credits, for the period of time such Participant holds a management or leadership position in a pilot union.
  - d. Flight hours accrued by Participants during Active Duty Military Service may be applied towards their Aviate flight hours requirement for so long as: (i) the flight hours were accrued prior to or during the Participant's enrollment in Aviate; (ii) the Participant was employed by the participating United Express carrier to which the flight hours requirement relates during such Active Duty Military Service; (iii) the flight hours were accrued on a fixed-wing aircraft or rotorcraft; and (iv) the flight hours the Participant desires to apply towards the applicable flight hours requirement do not exceed 50% of such flight hours requirement.
3. have been Actively Performing Services<sup>13</sup> as a First Officer and/or Captain with the Participant's United Express carrier while flying solely for the benefit of United for at least 24 calendar months total after the Participant's date of hire.
- a. Notwithstanding the foregoing, if a Participant has been performing regularly scheduled duties with a participating United Express carrier prior to acceptance into Aviate, then the Participant can retroactively count their service with the participating United Express carrier towards the satisfaction of the time of service requirements.
  - b. A Participant's Active Duty Military Service time may be applied towards their Aviate time of service requirements for so long as: (i) the Active Duty Military Service time was accrued prior to or during the Participant's enrollment in Aviate; (ii) the Participant was employed by the participating United Express carrier to which the time of service requirements relate during such Active Duty Military Service; (iii) the flight hours were accrued on a fixed-wing aircraft or rotorcraft; and (iv) the Active Duty Military Service time the Participant desires to apply towards

---

<sup>13</sup> For purposes of this Program Guide, "Actively Performing Services" shall mean that the Participant, during the relevant period, continuously maintained: (1) an appropriate class FAA medical certificate; (2) qualification as a First Officer and/or Captain on a type of aircraft operated by the Participant's United Express carrier or Part 135 operator, as applicable; and (3) landing currency in the aircraft to which they are assigned by the United Express carrier or Part 135 operator, as applicable (simulator currency does not meet this requirement).



the applicable time of service requirements do not exceed 50% of such time of service requirements.

4. have been Actively Performing Services as a First Officer or Captain with the United Express carrier solely for the benefit of United for 100 hours of flight time within the 12 months immediately prior to transitioning to United.
5. are in compliance with all performance standards set forth in Chapter 4.
6. have met all other United pilot hiring requirements as stated at the United pilot career website located at [www.airlineapps.com/jobs/details.aspx?emp=United Airlines&job=First-Officer&mc=UAL](http://www.airlineapps.com/jobs/details.aspx?emp=United Airlines&job=First-Officer&mc=UAL), including without limitation, proof of U.S. Citizenship or a valid work authorization for employment in the U.S. and the then-current vaccine requirements.

Any Participants that intend to utilize flight credits, in accordance with this Section A, in order to satisfy their minimum transition requirements to United are required to advise the Aviate program administrator at their participating United Express carrier and provide all necessary documentation and records to enable such Aviate program administrator to verify such Participant's eligibility for the requested flight credits.

Where a Participant has met the minimum requirements to transition from a United Express carrier to United, the Participant must transition to United within 60 months of meeting the above stated minimums. Participants are required to remain in pilot positions at a United Express carrier during this time unless otherwise approved by United and the participating United Express carrier.

## **B. Transition Eligibility from a Part 135 Operator**

A Participant in Aviate who is employed at a participating Part 135 operator is eligible to transition to United as a First Officer if they:

1. have flown a minimum of 2,000 flight hours with the Participant's Part 135 operator, except as set forth below:
  - a. Participants who serve in a non-flying instructor role will be required to have flown 2,000 flight hours with the participating Part 135 operator, but the following flight hour credits shall apply towards this hour requirement:
    - i. A Participant will receive 50% flight hour credit for each hour of non-simulator ground instruction provided by such Participant up to a maximum of 50% of the required minimum flight hours; and



- ii. A Participant will receive 100% flight hour credit for each hour of service as a Line Check Airman (LCA) or simulator flight instruction provided by such Participant.
  - b. Participants who do not bid or hold a line schedule due to holding (i) a full-time management position with a participating Part 135 operator, or (ii) a full-time leadership position in a pilot union, will receive 30 flight hour credits per month, up to an aggregate maximum of 500 total flight hour credits, for the period of time such Participant holds a management or leadership position in a pilot union.
  - c. Flight hours accrued by Participants during Active Duty Military Service may be applied towards their Aviate flight hours requirement for so long as: (i) the flight hours were accrued prior to or during the Participant's enrollment in Aviate; (ii) the Participant was employed by the participating Part 135 operator to which the flight hours requirement relates during such Active Duty Military Service; (iii) the flight hours were accrued on a fixed-wing aircraft or rotorcraft; and (iv) the flight hours the Participant desires to apply towards the applicable flight hours requirement do not exceed 50% of such flight hours requirement.
2. have served in a management or staff position for at least 24 calendar months in one of the following roles:
- a. Chief Pilot, Director of Operations, Director of Safety, Fleet (Training/Technical/Standards) Captain (or an equivalent position with a maximum of one such position per fleet); or
  - b. Line Captain at a specified Part 135 operator<sup>14</sup>; or
  - c. Any other position approved by the United SVP of Flight Operations.

For additional information regarding to which Part 135 operators apply, contact Aviate at [aviate@united.com](mailto:aviate@united.com).

3. have been Actively Performing Services as a First Officer or Captain at the participating Part 135 operator for 100 hours of flight time within the 12 months immediately prior to transitioning to United. A Participant's Active Duty Military Service time may be applied towards their Aviate time of service requirements for so long as: (a) the Active Duty Military Service time was accrued prior to or during the Participant's enrollment in Aviate; (b) the Participant was employed by the participating Part 135 operator to which the time of service requirements relate during such Active Duty Military

---

<sup>14</sup> The Captain role is not eligible for the direct-to-United leadership opportunity outlined in this Section B at all Part 135 partners. Please refer to [unitedaviate.com](https://unitedaviate.com) (<https://unitedaviate.com/aviate-program-career-paths/building-flight-hours>) for a list of eligible operators.



Service; and (c) the Active Duty Military Service time the Participant desires to apply towards the applicable time of service requirements do not exceed 50% of such time of service requirements.

4. are in compliance with all performance standards set forth in Chapter 4.
5. have met all other United pilot hiring requirements as stated at the United pilot career website at [www.airlineapps.com/jobs/details.aspx?emp=United-Airlines&job=First-Officer&mc=UAL](http://www.airlineapps.com/jobs/details.aspx?emp=United-Airlines&job=First-Officer&mc=UAL), including without limitation, proof of U.S. Citizenship or a valid work authorization for employment in the U.S. and the then-current vaccine requirements.

Any Participants that intend to utilize flight credits, in accordance with this Section B, in order to satisfy their minimum transition requirements to United are required to advise the Aviate program administrator at their participating Part 135 operator and provide all necessary documentation and records to enable such Aviate program administrator to verify such Participant's eligibility for the requested flight credits.

### **C. Transition Eligibility for Fleet Technical Instructors**

A Participant in Aviate who is employed as a Fleet Technical Instructor (FTI) for United is eligible to transition to United as a First Officer if they enroll in the Aviate FTI Program and meet all requirements as set forth in the Aviate FTI Program Guide.

### **D. Transitioning to United**

Participant should notify their United Express carrier program administrator or Part 135 operator program administrator, as applicable, and United's Aviate administrator once all transition requirements have been satisfied, and the United Express carrier or Part 135 operator will then verify that all transition requirements have been satisfied by such Participant.

Once all transition criteria have been verified, a summary of the Participant's flight hours and all Records Submission Sheets ("**RSS**")<sup>15</sup> received while in Aviate will be reviewed by United's Transition Board of Review. If United's Transition Board of Review determines the Participant has completed all transition criteria, and has maintained the standards as set forth in Chapter 4, then the Participant will be approved for transition to United based on such Participant's position on the Aviate List and subject to United's hiring needs. United's Aviate administrator will then coordinate with the Participant for placement in a United First Officer training course.

---

<sup>15</sup> For purposes of this Program Guide, "Records Submission Sheet" means the standardized document to be completed by Participants instructing at a participating university, or by the applicable participating institution's program administrator for Participants training, instructing, or piloting at a participating professional flight training organization, Part 135 operator, or United Express carrier, as applicable, which reflects the Participant's performance and verification of records at the participating institution.



Participants who have been assigned a United start date cannot voluntarily terminate their employment with their United Express carrier, Part 135 operator, or United in their capacity as a Fleet Technical Instructor (FTI) any sooner than two weeks prior to such start date at United as a First Officer. Aviate Participants who have been assigned a United start date and resign from or are terminated for cause by such participating United Express carrier prior to such two-week period will not be eligible to transition to United *via* Aviate.

#### **E. United Express Discontinuation**

If a participating United Express carrier ends its flight operations, then any Participants who are currently employed by that United Express carrier and have not met the minimum transition requirements set forth in this [Chapter 5](#) will be required to transition their employment to another participating United Express carrier in order to remain in Aviate.

Notwithstanding anything to the contrary in this [Chapter 5](#), if a participating United Express carrier leaves Aviate (*i.e.*, is still flying as a United Express carrier, but is no longer participating in Aviate) or begins to provide scheduled air transportation services solely to another airline (*i.e.*, stops flying for United altogether), then any Participants who are then-employed by such United Express carrier may continue their employment with such United Express carrier and, upon satisfaction of all transition requirements, will still be eligible to transition to United, despite no longer performing regularly scheduled duties flying for a participating United Express carrier, following such United Express carrier's withdrawal from Aviate.

#### **F. Part 135 Discontinuation**

Notwithstanding anything to the contrary in this [Chapter 5](#), if a participating Part 135 operator leaves Aviate, or otherwise ends its flight operations, then any Participants who are currently employed by that Part 135 operator may continue their employment with such Part 135 operator and, upon satisfaction of all transition requirements, will still be eligible to transition to United, despite no longer performing regularly scheduled duties flying for a participating Part 135 carrier, following such Part 135 operator's withdrawal from Aviate.

#### **G. Applying to United via the traditional path if a Participant withdraws from Aviate.**

Except for Participants who withdraw from Aviate after scheduling an interview through United's traditional pilot hiring process in accordance with [Section H](#) of [Chapter 3](#), Participants who have withdrawn from Aviate may apply *via* the traditional hiring path after a 12-month wait.





## **Chapter 6: Program Disclaimers**

A PARTICIPANT'S CONTINUATION IN, AND ADVANCEMENT THROUGH, AVIATE IS CONTINGENT UPON STRICT ADHERENCE TO THE OBLIGATIONS AND REQUIREMENTS SET FORTH IN THIS PROGRAM GUIDE. FAILURE TO ADHERE TO ANY SUCH OBLIGATIONS AND REQUIREMENTS MAY RESULT IN IMMEDIATE REMOVAL FROM AVIATE. FURTHER, UNITED RESERVES THE RIGHT TO REMOVE A PARTICIPANT FROM AVIATE AT ANY TIME, WITH OR WITHOUT CAUSE.

IN CONNECTION WITH AN INDIVIDUAL'S APPLICATION TO, PARTICIPATION IN, AND TRANSITIONING THROUGH AVIATE, UNITED MAY REQUIRE ADDITIONAL REQUIREMENTS AS NECESSITATED BY LAW, REGULATION, COURT ORDER, OR ANY GOVERNMENTAL OR QUASI-GOVERNMENTAL ENTITY OR AGENCY FOR PARTICIPANTS WHO ARE NOT EXPRESSLY LISTED IN THIS PROGRAM GUIDE. THE FAILURE TO ADHERE TO, OR COMPLETE, ANY SUCH REQUIREMENTS MAY RESULT IN IMMEDIATE REMOVAL FROM AVIATE.

ACCEPTANCE INTO AVIATE IS NOT A GUARANTEE OF EMPLOYMENT WITH UNITED OR ANY UNITED EXPRESS CARRIER. FURTHER, UNITED DISCLAIMS ANY RIGHT OR ABILITY TO INFLUENCE THE EMPLOYMENT DECISIONS OF ANY PARTICIPATING UNIVERSITY, PROFESSIONAL FLIGHT TRAINING ORGANIZATION, PART 135 OPERATOR, UNITED EXPRESS CARRIER, OR ANY OTHER OPERATOR OF AN AIR SERVICE WHO BECOMES AFFILIATED WITH AVIATE. ANY OFFER OF EMPLOYMENT RECEIVED FROM ANY SUCH PARTICIPATING UNIVERSITY, PROFESSIONAL FLIGHT TRAINING ORGANIZATION, PART 135 OPERATOR, UNITED EXPRESS CARRIER, OR ANY OTHER OPERATOR OF AN AIR SERVICE WHO BECOMES AFFILIATED WITH AVIATE SHALL BE MADE ENTIRELY INDEPENDENT OF A PARTICIPANT'S STATUS WITHIN AVIATE. FURTHER, UNITED SHALL NOT BE RESPONSIBLE FOR ANY SALARIES, WAGES, BONUSES, OTHER COMPENSATION OR PAYMENTS, OVERTIME, OR OTHER BENEFITS DUE TO A PARTICIPANT AS A RESULT OF SUCH PARTICIPANT'S EMPLOYMENT WITH A PARTICIPATING UNIVERSITY, PROFESSIONAL FLIGHT TRAINING ORGANIZATION, PART 135 OPERATOR, UNITED EXPRESS CARRIER, OR ANY OTHER OPERATOR OF AN AIR SERVICE WHO BECOMES AFFILIATED WITH AVIATE.

TO THE EXTENT THERE IS A CONFLICT BETWEEN THE TERMS OF THIS PROGRAM GUIDE AND THE TERMS OF ANY OTHER POLICIES, MANUALS, DOCUMENTS OR MATERIALS (INCLUDING ANY ONLINE MATERIALS) MADE AVAILABLE TO CANDIDATES, PARTICIPANTS, OR ANY OTHER INDIVIDUALS IN CONNECTION WITH AVIATE, THE TERMS OF THIS PROGRAM GUIDE SHALL CONTROL, EXCEPT WHERE UNITED ISSUES ANY TEMPORARY POLICY TO SUPPLEMENT THIS PROGRAM GUIDE THAT EXPRESSLY REFERS TO THIS PROGRAM GUIDE AND STATES SUCH TEMPORARY POLICY IS



INTENDED TO CONTROL. IN SUCH CASE, SUCH TEMPORARY POLICY SHALL CONTROL SOLELY FOR THE DURATION OF THAT POLICY AND SOLELY TO THE EXTENT OF ITS SUBJECT MATTER. ANY OTHER TERMS AND CONDITIONS, POLICIES, MANUALS, DOCUMENTS OR OTHER MATERIALS (INCLUDING ANY ONLINE MATERIALS), SHALL IN NO WAY SUPERSEDE, SUPPLEMENT OR MODIFY THE OBLIGATIONS AND REQUIREMENTS SET FORTH IN THIS PROGRAM GUIDE.

UNITED, IN ITS SOLE DISCRETION, RESERVES THE RIGHT TO MODIFY, SUSPEND OR TERMINATE THIS PROGRAM GUIDE ANY TIME, WITHOUT NOTICE TO OR CONSENT OF, ANY CANDIDATE, PARTICIPANT, OR ANY OTHER INDIVIDUAL.

AVIATE IS NOT EXCLUSIVE AND UNITED RESERVES THE RIGHT TO MODIFY, DEVELOP, PARTICIPATE IN AND PROMOTE SIMILAR PILOT RECRUITMENT PROGRAMS.

INDIVIDUALS APPLYING TO OR PARTICIPATING IN AVIATE WILL SUBMIT VARIOUS INFORMATION TO UNITED DURING THEIR APPLICATION TO OR PARTICIPATION IN AVIATE. UNITED'S COLLECTION, USE, AND DISCLOSURE OF ANY SUCH INFORMATION WILL BE IN ACCORDANCE WITH ITS PRIVACY POLICY LOCATED AT [UNITEDAVIATE.COM/PRIVACY-POLICY](https://unitedaviate.com/privacy-policy).