

CIVIL AVIATION DIRECTORATE

Transport Malta, Malta Transport Centre, Pantar Road, Lija LJA 2021 Malta. Tel: +356 2555 5000. cadexaminations.tm@transport.gov.mt www.transport.gov.mt

MALTA PART-FCL PPL (A) or PPL(H) THEORETICAL EXAMS

1.0 REQUIREMENTS

1.1 Responsibilities of the applicant

- (1) Applicants shall take the entire set of examinations under the responsibility of TM CAD. Students who have completed the entire set of examinations under the responsibility of another EU Member State may also apply for a Malta PPL. They would need to provide any records and verification of their certificate as requested by TM-CAD.
- (2) An applicant must have completed a course of theoretical instruction at an Approved Training Organisation (ATO) before s/he can sit for the PPL theoretical examinations. For the purpose of this notice an ATO includes also a Declared Training Organisation.

Applicants shall only take the examinations when recommended by the ATO responsible for their training, once they have completed the appropriate elements of the training course of theoretical knowledge instruction to a satisfactory standard.

- (3) The recommendation by the ATO shall be valid for 12 months. If the applicant has failed to attempt at least one theoretical knowledge examination paper within this period of validity, the need for further training shall be determined by the ATO, based on the needs of the applicant.

1.2 Pass standards

- (1) A pass in an examination will be awarded to an applicant achieving at least 75% of the marks allocated to that examination. There is no penalty marking.
- (2) An applicant has successfully completed the required theoretical knowledge examination for the private pilot licence when s/he has passed all the required examinations within a period of 18 months counted from the end of the calendar month when the applicant first attempted an examination.
- (3) With effect from 11th November 2019, if an applicant has failed to pass one of the theoretical knowledge examinations within 4 attempts or has failed to pass all examinations within the period mentioned in paragraph (2), s/he shall re-take the complete set of examinations for all subjects.

Before re-taking the examinations, the applicant shall undertake further training at an ATO. The extent and scope of the training needed shall be determined by the ATO, based on the needs of the applicant.

1.3 Validity period

- (1) The successful completion of the theoretical knowledge examinations will be valid for the issue of a private pilot licence, for a period of 24 months counted from the day

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when the pilot successfully completes the theoretical knowledge examination, in accordance with (b)(2).

1.4 Terminology

The meaning of the following terms used in FCL.210 shall be as follows:

1. 'Entire set of examinations': an examination in all subjects required by the licence level.
2. 'Examination': the demonstration of knowledge in one or more examination papers.
3. 'Examination paper': a set of questions , which covers one subject required by the licence level or rating, to be answered by a candidate for examination.
4. 'Attempt': a try to pass a specific paper.
5. 'Sitting': a period established by the competent authority within which a candidate can take an examination. For all intents and purposes, TM-CAD established a PPL sitting as 3 consecutive working days. Only one attempt at each examination paper is allowed in one sitting.

2.0 EXAMINATION PROCEDURE

2.1 Subjects

An applicant for the PPL(A) or PPL(H) theoretical knowledge examinations shall be examined in the following subjects as per AMC1 FCL.210 and FCL.215:

Subject	Time (minutes)	Number of Questions
110 Air Law	45	16
140 Human Performance	30	12
150 Meteorology	30	12
190 Communications	30	12
160 Navigation	60	16

In addition, an applicant for the PPL(A) theoretical knowledge examinations shall be examined in the following 4 subjects as per AMC1 FCL.210 and FCL.215:

Subject	Time (minutes)	Number of Questions
120(A) Aircraft General Knowledge	45	16
130(A) Flight Performance and Planning	30	12
170(A) Operational Procedures	30	12
180(A) Principles of Flight	30	12

In addition, an applicant for the PPL(H) theoretical knowledge examinations shall be examined in the following 4 subjects as per AMC1 FCL.210 and FCL.215:

Subject	Time (minutes)	Number of Questions
120(H) Aircraft General Knowledge	45	16

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130(H) Flight Performance and Planning	30	12
170(H) Operational Procedures	30	12
180(H) Principles of Flight	30	12

2.2 Frequency

TM CAD will conduct the Part-FCL PPL theory exams normally at least twice a month.

The sitting schedule will be published on the Transport Malta website.

In special circumstances additional sittings may be coordinated with TM-CAD subject to staff and room availability and at an extra charge. This request shall be made in writing to the Director General for Civil Aviation and/or Head of Personnel Licensing.

2.3 Application Forms and Examination Slots

TM CAD will be providing 3 examination slots on the published examination dates;

- From 09:00hrs – 11:00hrs
- From 12:00hrs – 13:00hrs
- From 13:30hrs – 15:30hrs

When applying for an examination, candidates are to select their preferred slot however slots are limited to a first come first served basis and TM-CAD officers will allocate the next available slot to accommodate all applications. Should there not be a slot available, a TM- CAD officer will allocate the next available slot during the same sitting and will advise the candidate accordingly via email. Please make sure that email addresses are listed in the application form and are clearly legible.

Applications for theoretical examinations shall be made on Application Form Number TM/CAD/0173 which can be downloaded from the Transport Malta website www.transport.gov.mt. When applying make sure you are submitting the latest version of TM/CAD/0173.

Application forms must be received at least **8 working** days before the start of the examination session together with the payment.

For the first examination a copy of the ID card or Passport certified as a true copy by the Head of Training must be submitted.

2.4 ATO/DTO recommendation

An applicant shall be recommended for an examination by the Approved Training Organisation or Declared Training Organisation responsible for the applicant's training when the applicant has completed the appropriate elements of the course of theoretical knowledge

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instruction to a satisfactory standard. The recommendation of the ATO shall be valid for 12 months. If the applicant has failed to attempt at least one theoretical knowledge examination within this period of validity, the need for further training shall be determined by the ATO, based on the needs of the applicant.

2.5 Language

The theoretical examinations will be carried out in the English language.

2.6 Content

The theoretical examination questions are all multiple choice with no penalty marking.

2.7 Oral Examinations

Oral examinations will not be conducted in lieu of written or computer based examinations.

2.8 Examination Material

All charts, maps and data sheets will be provided by TM CAD during the examination. Candidates must bring their own scientific, non-programmable, non-alphanumeric calculator without specific aviation functions, mechanical navigation slide-rule (CRP), protractor, divider, ruler, highlighter pen, and if they wish a translation dictionary.

2.9 Fees

Candidates shall pay the cost of €40.00, per exam paper for each subject covered in this notice.

2.10 Security

Candidates will not be allowed to take the examination unless they present a Malta or State of Nationality ID Card with photo or a passport. The photo ID must be placed on the desk and will be checked by the invigilator.

2.11 Misconduct

If TM CAD considers that the applicant is not complying with examination procedures during the examination, this misconduct will be considered with a view to failing the applicant, either in the examination of a single subject or in the examination set as a whole. In addition, the applicant may be banned from taking theoretical examinations for a period decided by the TM CAD.

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2.12 Results

Examination results will be sent to the ATO/DTO or individuals (according to declaration) within 5 working days from end of sitting. In exceptional circumstances and should delays be expected for the issuance of such results, TM CAD will notify the ATO/DTO or individual accordingly.

Any queries from students regarding specific questions or appeals are to be referred to the Head of Personnel Licensing by the CTKI who in return will advise on the appropriate way forward depending on the case. Refer to PEL Notice 57 for further information.

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CONDUCT OF EXAMINATIONS

- Candidates must ensure that they are available for the examination 15 minutes before the start time of the slot to follow the invigilator's pre-examination Instructions. **If the candidate arrives after the recording starts, and/or without valid reason, s/he shall be prohibited from taking the examination.**
- Mobile phones and any other communication or recording equipment must be switched off and placed in the locker provided. **Any attempt to communicate with anyone outside the examination room or record an examination question will be very severely dealt with and may lead to immediate disqualification and you may lose any passes already achieved.**
- **Wrist watches of any kind are not permitted** during the examination. Start time and finish time of examinations are regulated by the e-examination system and is visible to the student on the upper right hand side of the screen. In case of a paper based examination, start time and finish time will be taken from the clock in the examination room.
- Clothing during examination shall not include any type of head gear, scarves, ties, bulky jackets and large ornaments/necklaces. Candidates may be requested to remove any items which the invigilator might find unnecessary for the conduct of the written examination. It is the responsibility of the student not to bring any such items into the classroom. TM-CAD will not be held responsible for any loss or damages of such.
- Bags and coats are always to be placed in the area allocated and indicated by the invigilators but away from the candidates sitting or the examination.
- The only items that are to be placed on the desk are the mandatory items i.e. In case of paper based examinations; Exam Question Paper and Answer Sheet and in the case of all other exams conducted electronically and paper based; Annexes to the exam questions, calculator, CRP, ruler and dividers. Pens will be provided by TM-CAD. All other items including pencil cases and CRP cases must be placed at the far end of the candidates' desk and made easily accessible to the Invigilator.
- In the case of a paper based examination, check that the details, including the paper number are correct on the cover sheet. In the case of electronic examinations ensure that the examination released for you to undertake is correct. Ask for the assistance of the Invigilator should this not be the case.
- In the case of a paper based examination, do not make any other marks on the question paper or the answer sheet apart from your answers.
- Starting of the examination before being instructed by the Invigilator to do so will not be tolerated.
- Workings must be done on the rough working paper provided. No other paper can be used except the rough working paper and the answer sheet (in case of paper based examinations). The rough working paper will also be collected at the end of the exam

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and it shall include your name, ID Card or Passport number, signature and date of exam.

- In the case of paper based examinations, pens must be put down immediately when time is called, otherwise disciplinary action may be taken. In the case of electronic examinations, as soon as time is up for the subject the examination is automatically terminated and no further amendments to the answer selection can be made.
- No extra time will be given for the candidates to write comments. Any comments must be written during the exam time.
- If you wish to speak to the invigilator raise your hand. Silence must always be observed.
- At the end of the examination remain seated until all the paperwork is collected. If you finish the examination early please raise your hand and remain seated until all your paperwork is collected and checked, then if permitted by the invigilator leave the room quietly. Candidates may only leave the room if permitted by the invigilator. All the question papers (in case of paper based examinations), appendixes and other writing paper used during the examination must be handed in to the invigilator. **Write your name, paper number and date and sign all the papers where you have done your working.** All your papers will be placed in an envelope and sealed. Make sure you have returned all the papers and appendixes.

Any attempt to take a question paper (in case of paper based examinations) or an appendix or text written during the examination out of the examination room will be very severely dealt with and may lead to immediate disqualification and you may lose any passes already achieved.

In accordance with ARA.FCL.300(e) and ARA.FCL.300(f) of Commission Regulation (EU) No 1178/2011 of 3 November 2011 as amended, any violation of examination regulations may result in the candidate being disqualified in any subject that has been taken and barred from further participation in future examinations for a period of at least 12 months.

In accordance with the provision of ARA.GEN.355(e) of Commission Regulation (EU) No 1178/2011 of 3 November 2011 as amended, the Civil Aviation Directorate may inform other national authorities that the candidate is banned from the examinations.

The examination room will have 24 hour CCTV monitoring as images will be recorded for the purpose of monitoring of student's conduct during the examination. For further information please refer to PEL Notice 77. The examination room will be locked during the lunch breaks. Personal items left anywhere on the premises including the lockers area remain your own responsibility.

Personnel Licensing Section

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