



Rules of the Civil Aviation Authority of Thailand

On the Theoretical and Practical Examination of Air Navigation B.E. 2562 (2019)

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Whereas Section 44 of the Air Navigation Act B.E. 2497, as amend by the Emergency Decree B.E. 2558 on the Amendment to the Air Navigation Act 2497, sets forth the knowledge and skills required for applications for personnel licences; the Regulation of the Civil Aviation Board No. 89 Relating to the Qualifications of Personnel Applicants and the Regulations of the Civil Aviation Board, Number 77 on the Qualifications and Privileges of Applicants for Aircraft Engineers. The CAAT holds theoretical and practical tests of air navigation in order to issue personnel licence and additional rating. For improvement of regulations and procedures for theoretical and practical tests to ensure orderliness, fairness, transparency and traceability, the Director General therefore has issued the following Rules:

Article 1 These Rules shall be called “The Rules of the Civil Aviation Authority of Thailand on the Theoretical and Practical Tests of Air Navigation B.E. 2562.”

Article 2. The following regulations shall be repealed:

(1) Procedures of the Department of Civil Aviation on Air Navigation Theoretical and Practical Examination B.E. 2556, issued on 9 September 2013.

(2) Rules of the Civil Aviation Authority of Thailand on Air Navigation Theoretical and Practical Examination B.E. 2559, issued on 8 April 2016.

Article 3 The Rules shall be in force on the day following the date of its publication.

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Article 4 Herein:

“Committee” means the Air Navigation Theoretical and Practical Tests Committee.

“Day” means a regular working day of the Civil Aviation Authority of Thailand.

“Regular test” means the test conducted on the schedule announced by the Civil Aviation Authority of Thailand as the annual schedule test.

“Special test” means the test conducted outside the schedule announced by the Civil Aviation Authority in response to special requests for taking test urgently or there are reasons for not being able take Regular Test.

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“Director General” means the Director General of the Civil Aviation Authority of Thailand.

“Office” means the Civil Aviation Authority of Thailand.

Article 5 There shall be one commission on the air navigation theoretical and practical test which includes the Director General acting as the President and the members made up of the Personnel Licensing Department Manager, Flight Operation Standard Department Manager, Airworthiness and Aircraft Engineering Department Manager, Air Navigation Service Standards Department Manager, Legal Department Manager and the head of Examination Division in Personnel Licensing Department as the committee and secretary. The officer of Examination Division in Personnel Licensing Department as the secretary assistance.

Article 6 The Air Navigation Theoretical and Practical Tests Committee shall be empowered to:

(1) issue rules, regulations, orders, announcements and guidelines on theoretical and practical tests;

(2) appoint subcommittee for selection and collection of theoretical and practical tests and setting criteria for practical tests;

(3) making decision on test issues and punishment of candidates cheating in tests;

(4) overseeing theoretical and practical tests to ensure compliance with rules, regulations, orders, announcements and guidelines under (1);

(5) requesting from any persons any information or views on operation according to these regulations;

(6) performing other acts related to and necessary for the theoretical and practical tests.

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Article 7 The applicant for theoretical tests for personnel license or endorsing of rating in personnel license shall submit to the Director General the official application form and the following documents:

- (1) a certified copy of Thai national ID card or a certified copy of foreign passport;
- (2) a copy of the graduation certificate or certificate of theoretical training course;
- (3) the receipt for payment for the tests at the rate set by the Office.

Article 8 After receiving the application and accompanying documents under Article 7, the Officer shall check them.

The applicant is not disqualified for the tests.

In the case that the applicant submits false information and/or documents, such application shall be void.

Under no circumstances shall the Office refund any payments for the tests.

Article 9 The Personnel Licensing Department Manager shall announce the list of persons eligible for the theoretical tests at least 5 days before the date of tests –not applicable to special tests.

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Article 10 The candidate for the theoretical tests shall observe the following requirements:

(1) To take the tests at the place, date and time as set forth.

(2) To dress decently and behave politely.

(3) Not to bring into the tests room any books, textbooks or items with info on the tests and answers, shoulder bag, handbag, mobile phone, IT devices, image recorder, voice recorder or calculator, except for the tests which allow CR3 computer, flight computer or a calculator without functions or memories.

(4) To enter the tests room on time. Any candidate arriving more than 15 minutes late, will not be allowed to take the tests.

(5) To take the seat and in the room with the numbers assigned for each subjects;

(6) To present Thai ID card, state official ID card, organization employee ID card or foreign passport at the time of signing the list of candidates for tests.

(7) Not to write or make any marks on the tests papers, except when it is required to do so by the tests papers.

(8) Not to cause any disturbances to other candidates during the tests.

(9) To strictly follow the instructions and suggestions of the invigilators.

(10) Not to leave the tests room after at least 30 minutes from the starting time announced for each subject, except leaving with permission from and under supervision of the invigilators.

(11) Not to copy any information for the tests; not to take any questions, answers or papers out of the tests room.

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(12) After completion of the tests before the deadline or upon deciding not to take any more tests, and having submitted answers on papers or by e-examination, the candidate shall seek permission to leave the test room from the invigilators.

(13) To stop doing the tests when the time runs out and the invigilators issue order to stop doing the tests, and leave the test room when the invigilators allow to do so.

(14) After exiting the tests room, leave the area without disturbing the candidates who are still taking the tests.

Article 11 The following acts are regarded as cheating in tests:

(1) Talking, asking, sending any signals or communication by any means with any other candidate or a person outside the tests room.

(2) Taking any test paper, answer sheet, side note, textbook, crib sheet, document, calculator with memory, image recorder, sound recorder or any item with formulae or symbols used in the test in and out of test room without permission.

(3) Swapping any test handed by the invigilator.

(4) Cribbing or taking into and out of the test room any questions, answers or any contents which are related or may be related to the test by any means.

(5) Taking the test for and on behalf of another candidate.

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(6) Cribbing answers from another candidate or allowing another candidate to crib answers from oneself.

(7) Attempting to bribe the Office's staff or employee or any other persons concerned.

Article 12 Penalties for violation of these Regulations, cheating, attempting or showing intention to cheat in test under Article 11:

(1) Theoretical Tests:

(a) The invigilator will immediately stop the candidate from doing the test and tell him or her to leave the test room.

(b) The Committee shall, depending on the seriousness of the offenses, impose the following penalties:

1) The candidate will fail some subjects.

2) The candidate will fail all subjects.

3) The candidate will be banned from taking the tests for at least one year.

(c) The original affiliation will be informed in writing of the facts.

(2) Practical test:

(a) The invigilator will immediately stop the candidate from doing the test.

(b) The Committee shall, depending on the seriousness of the offenses, impose the following penalties:

1) The candidate will fail the test.

2) The candidate will be banned from taking the test for at least one year.

(c) The original affiliation will be informed in writing of the facts.

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Article 13 The Personnel Licensing Department Manager shall announce the results of the theoretical examination within 7 days from the examination date, with exception of the theoretical examination for Airline Transport Pilot licence, Aircraft Maintenance licence and flight dispatcher licence, where the results will be announced within 20 days from the examination date.

To pass the theoretical examination, the candidate must obtain 75% or more for every subject.

If the candidate does not pass all the subjects in the first test, an applicant has the right to apply for a Regular and/or Special Examination for a total of 5 times without submitting application under Article 7, subject to the candidate paying the test fee every time.

The candidate shall submit the application for theoretical retests with all the documents and pay the fee according to Article 7 in any of the following events:

- (1) failing any one subject 4 times;
- (2) not passing all subjects in 6 test; or
- (3) not passing all subjects within 18 months from the date of taking the first test.

Article 14 The theoretical test results shall be valid from the day of announcement of such test results until the last day of the month of announcement of such test results in the year of expiration of such test results, depending on the category of personnel licences or rating, as follows:

- (1) The test results for application for Airline Transport Pilot licences shall be valid for 60 months.

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(2) The test results for application for Commercial Pilot Licence, Co-pilot Licence, Air Traffic Controller Licence, Aircraft Maintenance Engineer Licence and Flight Dispatcher Licence shall be valid for 36 months.

(3) The test results for application for Private Pilot License, Glider Pilot License and Balloon Pilot License shall be valid for 24 months.

(4) The test results for application for endorsing instrument rating, multi-engine aircraft rating and instructor pilot rating shall be valid for 12 months.

Under no circumstances shall the Office allow any extension of times of the theoretical test results in the foregoing paragraphs. If the candidate does not take the practical test while the theoretical test results are still valid, he or she shall submit the application for theoretical test with all the documents and paid the fee according to Article 7 again.

Article 15 Having passed all the theoretical test and acquired all the skills which specified in the Regulation on the Qualifications of Personnel Applicants, the candidate shall submit the application for practical test for the licence with all the documents showing all the skills as required by the Office.

Article 16 Upon receiving the application under Article 15, the Office shall hold the practical test as follows:

(1) Practical test for pilot licence, traffic controller licence, flight dispatcher licence and rating thereunder: The Office shall have its assessor or the latter's assign conduct the test for and on its behalf.

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The applicant for practical test under the foregoing paragraph shall provide the site, airworthiness certified aircraft, flight simulators or air traffic control simulators certified by the Office and the equipment and devices for the practical test for which the category of licence or rating is applied.

The Office's assessor or his or her assign may stop the practical test any time that he or she finds that the candidate fails to demonstrate his or her skills, the weather is not suitable for an examination,

the aircraft is not airworthy or in the event of unsafety.

(2) Practical tests for Aircraft maintenance licence or rating thereunder: The Office shall send the candidate to take the practical test at the agency or organization as required by the Committee—the candidate shall receive a written notice to this effect.

Article 17 In the practical test, the candidate shall pass all competency and skill assessments as required by the Office.

If the candidate fails the practical test, he or she may retake them up to twice within the period that the theoretical test results are still valid under Article 14. If the candidate fails the test 3 times or the period of theoretical test results validity ends, whichever is earlier, the candidate shall submit the application for taking theoretical test again with all the documents and pay the fee therefore according to Article 7.

Article 18 The Office shall regard that the person who has passed the theoretical test and

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practical test has acquired the knowledge and skills, and is qualified for application for the personnel license and rating thereunder according to the regulations relating to the qualifications of Personnel Application.

Article 19 The person who has passed the theoretical test and practical test shall apply to the Officer for the personnel license and rating thereunder within 180 days of passing the practical test as required by the Office.

After the deadline under the foregoing paragraph, if the candidate has not yet applied to the Officer for the personnel license or rating thereunder, the candidate shall submit the application for taking the theoretical test and practical test and pay the fees again as set forth in Article 7 and Article 15.

Article 20 Before these Rules are in force, any test to be held shall proceed until completion in compliance herewith as far as possible.

Article 21 The results of all theoretical test obtained not longer than 12 months before these Rules are in force shall from the day when these Rules are in force be valid for the time fixed under Article 14, and the practical test shall be conducted in compliance with these Rules.

Article 22 The other regulations, orders, notes or announcements issued by virtue of the Rules on Air Navigation Theoretical and Practical Tests B.E. 2556 which are not in conflict with these Rules shall continue to be in force.

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Notified on 18 October B.E.2562 (2019).

-Signature-

(Mr. Chula Sukmanop)

Director General

The Civil Aviation Authority of Thailand

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