



Proposed Changes to CAA Scheme of Charges

Personnel Licensing Scheme Enclosure

1 INTRODUCTION

- 1.1 Details of revisions proposed to apply from 1 April 2012 are shown in red within this Enclosure. Current charges are shown in brackets where direct comparison is possible.

2 CHARGES INDEX

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3 FLIGHT CREW LICENCES**(New charges)****Conversion of a National UK Pilot Licence to a JAR Pilot Licence before 1 July 2012 or to an EASA Pilot Licence as from 1 July 2012**

When making an application specified in Table (A), the applicant shall pay in accordance with that Table:

Table (A)

Ref	Licence type	Charge £
a)	Before 1 July 2012 – Conversion to a JAR Pilot Licence:	
i)	Limited validity National UK licence:	
aa)	Professional Pilot's Licence	125
bb)	Private Pilot's Licence	65
ii)	Unlimited validity National UK Private Pilot's Licence	55
b)	As from 1 July 2012 – Conversion to an EASA Pilot Licence:	
i)	Limited validity National UK licence:	
aa)	Professional Pilot's Licence	139
bb)	Private Pilot's Licence	73
ii)	Unlimited validity National UK Private Pilot's Licence	65
c)	As from 1 July 2012 – Conversion of a National Private Pilot's Licence (NPPL) to an EASA Light Aircraft Pilot Licence (LAPL)	41

(New charges)**Replacement of a JAR Pilot Licence with an EASA Pilot Licence as from 1 July 2012**

When making an application specified in Table (B), the applicant shall pay in accordance with that Table:

Table (B)

Ref	Licence type	Charge £
a) i)	Professional Pilot's Licence	139
ii)	Private Pilot's Licence	73

(New charge)

Upon making a conversion / replacement application specified in Tables (A) or (B), where, in addition to the issue of an EASA Pilot Licence, it is required also to issue a National UK Pilot's Licence in order to retain National UK ratings, the applicant shall pay a supplementary charge of £35.

3.1 **National UK and JAR Flight Crew Licences – initial grant or renewals to 30 June 2012**

When making an application specified in Table 1, the applicant shall pay in accordance with that Table:

Table 1 (Amended)

Ref	Licence type (All National UK licences will be issued or renewed with unlimited validity)	Table Note	Initial application £	Renewal £
a)	Professional Pilot's Licence (except b) below)	1	243 (238)	139 (136)
b)	Commercial Pilot's Licence (Balloons), Commercial Pilot's Licence (Airships) or Commercial Pilot's Licence (Gliders), Flight Navigator's Licence or Flight Engineer's Licence	1	243 (398)	139 (265)
c)	Private Pilot's Licence (except d) and e) below)		185 (181)	73 (72)
d)	Private Pilot's Licence (Balloons and Airships)		185 (261)	N/A
e)	Private Pilot's Licence (Gyroplanes)		169 (166)	N/A
f)	Flight Radiotelephony Operator's Licence	2	73 (72)	73 (72)
g)	National Private Pilot's Licence (NPPL)	3	51 (50)	N/A

Table 1 Notes:

- 1 Including an initial type/class rating and instrument rating if included in the application.
- 2 Except where the applicant is the holder of a licence to act as pilot, flight navigator or flight engineer.
- 3 Supported by a recommendation made by a person approved by the CAA for the purpose; or where application for an NPPL is made directly to the CAA by the holder of another UK-issued pilot licence that includes a valid simple single engine aeroplanes (SSEA), self-launching motor gliders (SLMG) or microlight rating.

(Amended and new charges)**Initial grant of National UK or EASA Flight Crew Licences as from 1 July 2012**

When making an application specified in Table (C), the applicant shall pay in accordance with that Table:

Table (C)

Ref	Licence type (All National UK and EASA Flight Crew Licences will be issued with unlimited validity)	Table Note	Initial application £
a)	Professional Pilot's Licence (excepting b) below)	1	243 (238)
b)	EASA Balloon or Sailplane Licence	1	185
c)	Private Pilot's Licence (excepting d) to f) below)		185
d)	EASA Light Aircraft Pilot Licence (LAPL) (Aeroplane), (Helicopter), (Balloon) or (Sailplane)	1	153
e)	Private Pilot's Licence (Balloons and Airships)		185 (261)
f)	Private Pilot's Licence (Gyroplanes)		169 (166)
g)	Flight Radiotelephony Operator's Licence	2	73 (72)
h)	National Private Pilot's Licence (NPPL) (Aeroplane)	3	51 (50)
i)	NPPL (Helicopter) (for a applicant that already holds an EASA Helicopter licence)		51
j)	NPPL (Helicopter) (for an applicant that does not already hold an EASA Helicopter licence)		153

Table (C) Notes:

- 1 Including an initial type/class rating and instrument rating if included in the application.
- 2 Except where the applicant is the holder of a licence to act as pilot, flight navigator or flight engineer.
- 3 Supported by a recommendation made by a person approved by the CAA for the purpose; or where application for an NPPL is made directly to the CAA by the holder of another UK-issued pilot licence that includes a valid simple single engine aeroplanes (SSEA), self-launching motor gliders (SLMG) or microlight rating.

3.2 Ratings or qualifications

When making an application for the inclusion, variation or renewal of a rating or qualification in a flight crew licence specified in Table 2, the applicant shall pay in accordance with that Table:

Table 2

Ref	Licence type	Rating or qualification type	Initial application £	Variation £	Renewal/ revalidation £
a)	Professional Pilot's Licence or Flight Engineer's Licence	A second or subsequent aircraft type or class rating	121 (119)	89 (87)	89 (87)
b)	Professional Pilot's Licence, Private Pilot's Licence or Flight Engineer's Licence	A special authorisation to allow an applicant to fly an aircraft of a type not listed in the JAR-FCL 1 and 2 class and type rating guide	121 (119)	121 (119)	89 (87)
c)	Professional Pilot's Licence, Private Pilot's Licence or Flight Engineer's Licence	An instructor's rating except where the applicant is the holder of a Private Pilot's Licence which includes respectively a flight instructor rating or a flight instructor rating (restricted) or an assistant flying instructor's rating entitling the holder to give instruction in flying aircraft of the same types included in the application	121 (119)	89 (87)	89 (87)
d)	Professional Pilot's Licence or Private Pilot's Licence	An instrument rating (aeroplanes) or instrument rating (helicopters)	121 (119)	89 (87)	89 (87)
e)	NPPL	A second or subsequent class rating or variation or renewal of a rating supported by a recommendation made by a person approved by the CAA for the purpose	39 (38)	39 (38)	39 (38)
f)	Professional Pilot's Licence, Private Pilot's Licence or Flight Engineer's Licence	Any other rating or qualification not shown above	89 (87)	89 (87)	89 (87)

An application to remove a specified restriction or any rating or qualification in a licence will be classed as a variation, and the applicant shall pay the variation charge specified under the relevant rating or qualification type a) to f) in Table 2.

(New charge)**Ratings check on a re-issued EASA Flight Crew Licence**

Upon such application that would require an existing EASA Flight Crew Licence to be re-issued, the applicant shall pay a charge of £20 for all existing ratings associated with that licence to be checked for currency of validity.

(New charge)**Re-instated ratings**

Where a holder of a Flight Crew Licence applies to re-instate a previously lapsed rating on to the licence, the applicant shall pay a charge with the application of £20 for each rating re-instatement applied for.

3.3 **Licence exemptions****(Amended, new and deleted charges)**

When making an application for an exemption under Article 14 of Regulation (EC) No. 216/2008 or under Article 242 of the Order specified in Table 3, the applicant shall pay in accordance with that Table:

Table 3

Ref	Description	Charge £
a)	Exemption from the need to carry a flight crew licence in accordance with Article 150 and Schedule 9 of the Order	54 (53)
b)	Exemption from Articles 207 to 209 of the Order for any flight which is part of or connected with a corporate or public event	54 (53)
c)	(Deleted charge)	
d)	(Deleted charge)	
x)	Exemption from Article 14 of Regulation (EC) No. 206/2008:	
	i) the first exemption to apply for a period not exceeding 2 months	54
	ii) the first exemption to apply for a period exceeding 2 months	150
	iii) an extension to the exemption granted under x) i) or ii) above	150

3.4 **Assessments of licensing requirements**

When making an application for an assessment or verification specified in Table 4, the applicant shall pay in accordance with that Table:

Table 4

Ref	Description	Charge £
a)	Written assessment particular to that applicant of the evidence, examinations or tests which the CAA will require, of his knowledge, experience, competence or skill, for a Professional Pilot's Licence, a Private Pilot's Licence or an instructor rating	108 (106)
b)	Verification of licence documents for overseas validation	44 (43)
c)	Verification of an individual's licence details and history	44 (43)

3.5 **Ground examination charges for flight crew**

3.5.1 When making an application for a ground examination specified in Table 5 to be conducted by the CAA for the grant of a licence to act as a flight crew member or for the inclusion of a rating or for any other purpose, the applicant shall pay in accordance with that Table:

Table 5

Ref	Description	Charge per paper £
a)	For each initial or additional aircraft type rating examination for an aircraft type for which no provision exists at an approved training organisation	265 (260)
b)	For the theoretical knowledge examinations for the Instrument Rating or the Commercial Pilot's Licence or the Airline Transport Pilot's Licence	69 (68)
c)	For any other ground examination	50 (49)

3.5.2 If the examination is to be conducted other than at a place specified by the CAA, the applicant shall pay in addition to the charge for that examination a charge of such amount as may be decided by the CAA having regard to the expense incurred by it but the total charge shall not exceed **£2,150** (£2,110).

3.6 **Administrative charges**

When making an application specified in Table 6, the applicant shall pay in accordance with that Table:

Table 6

Ref	Description	Charge £
a)	For an examination paper to be re-marked. The charge shall be refunded if a pass is subsequently awarded as a consequence of an error made by the CAA	27 (26)
b)	For the refund, transfer or amendment of fees or when an examination has been rearranged at the request of the applicant	27 (26)
c)	For the issue of a duplicate or replacement examination result notification or duplicate confirmation of booking	27 (26)

3.7 **Flight tests (Amended, new and deleted charges)**

3.7.1 **Tests or checks carried out by an examiner**

3.7.1.1 Flight tests

When making an application for a flight test specified in Table 7, where the test is to be conducted by an examiner who is an employee of the CAA, the applicant shall pay in accordance with that Table:

If the applicant cancels the flight test for reasons which, in the opinion of the examiner, are insufficient, the charge paid shall not be refunded by the CAA and a further application for another flight test will be required together with payment of the appropriate charge.

Table 7

Ref	Description	Charge £
a)	For a flight instructor's rating, a flight instructor rating (restricted) or an assistant flying instructor rating, other than an application for a test for the endorsement of an additional single engine piston class or a multi-engine piston class in a flight instructor rating (restricted) or assistant flying instructor's rating	202 (198)
b)	For the purpose of approving a flight instructor to conduct flight training on approved courses of training for the Commercial Pilot Licence (Aeroplane) or Commercial Pilot Licence (Helicopter) and/or instrument rating (aeroplane) or instrument rating (helicopter)	202 (198)
c)	For the purpose of approval or renewal of approval of a person to sign certificates of training and competence for the Commercial Pilot Licence (Aeroplane) or the Commercial Pilot Licence (Helicopter) and/or instrument rating (aeroplane) or instrument rating (helicopter)	202 (198)
d)	Prior to entry on a flying instructor or a flight instructor (restricted) course of training	202 (198)
e)	For initial grant or revalidation of a class rating instructor rating for multi-engine aeroplanes, class rating instructor rating for single engine aeroplanes or instrument rating instructor rating	202 (198)

3.7.1.2 Skill test, proficiency check and other flight test

3.7.1.2.1 When making an application for an observation, test or check specified in Table 8A, to be conducted by an examiner who is an employee of the CAA **unless otherwise stated**, at a place specified by the CAA, the applicant shall pay **the CAA** in accordance with that Table:

Table 8A

Ref	Description	Charge £
a)	For the observation of a skill test conducted in an aircraft or flight simulator for the issue of a Professional Pilot's Licence, class or type rating or instrument rating: conducted by an examiner who is an employee of the CAA conducted by a CAA authorised flight examiner who is not an employee of the CAA. (See Note X below)	800 (785) 534
ii)	(Deleted)	
b)	For a proficiency check conducted in an aircraft or flight simulator for a class or type rating or instrument rating	202 (198)
c)	For a skill test conducted in an aircraft or flight simulator for the issue of a Private Pilot's Licence or an instrument meteorological conditions rating	195 (191)
d)	For a proficiency check conducted in an aircraft or flight simulator for an instrument meteorological conditions rating	202 (198)
e)	For a flight test to be conducted for the purpose of assessing the applicant's physical fitness to undertake the functions of a member of the flight crew of an aircraft	181 (177)

(New note)

Note (A): Where an observation is carried out by a CAA authorised flight examiner (AFE) under Table 8A a) above, the applicant is liable to pay the AFE a charge for conducting the observation in addition to the charge under Table 8A. The associated charge made by the AFE is not controlled by the CAA.

3.7.1.2.2 Where the observation, test or check is to be carried out at a place other than one specified by the CAA, the applicant shall pay in accordance with Table 8B:

Table 8B

Ref	Description	Charge £
a)	In addition to the charge at a), b), c), or d) of Table 8A, a charge of such amount as may be decided by the CAA having regard to the expense incurred by it but the total charge for each application shall not exceed £4,240 (£4,160)	4,240 (4,160) (maximum)
b)	In addition to the charge at e) of Table 8A, a charge of such amount as may be decided by the CAA having regard to the expense incurred by it but the total charge for each application shall not exceed £1,070 (£1,050)	1,070 (1,050) (maximum)

3.7.2 Approval of specific use of an aircraft

When making an application for the approval or renewal of an approval of an aircraft specified in Table 9, the applicant shall pay in accordance with that Table:

Table 9

Ref	Description	Charge £
a)	For the approval of an aircraft to be used for the purpose of a General Flight Test or a Skill or Proficiency Test for a professional licence or for a flight test for an instrument rating	180 (177)
b)	For the renewal of an approval described in a) above, where such an approval has ceased to be in force for a period of more than three months	180 (177)

3.8 Validation of flight crew licences **(Amended, new and deleted charges plus new note)**

3.8.1 When making an application for an examination or test to be conducted by or on behalf of the CAA for the issue of a certificate of validation of a flight crew licence, the applicant shall pay for a medical examination, for a ground examination and for a flying test appropriate to the grant of a licence equivalent to that for which validation is sought, in each case the charge specified in this Scheme.

3.8.2 When making an application for a certificate of validation of a flight crew licence the applicant shall pay in accordance with Table 10:

Table 10

Ref	Description	Per validation £
a)	For the issue of a certificate of validation	310 (304)
y)	One extension to the validation of a non-EASA licence	155
b)	(Deleted charge)	
c)	(Deleted charge)	

(New note)

Note (B): The above charge for a validation certificate relates to commercial flights only during 2012/13.

(Deleted charge)

(The charges under Table 10, in relation to an application where 50 or more certificates are required by the applicant, have been deleted.)

(New charge)**Language Proficiency (LP) Level Assessment – Licence Endorsement Amendment**

Upon making an application to amend the LP licence endorsement, the applicant shall pay a charge of £20 to update and re-issue the flight crew licence.

Note c) The above charge for an LP licence endorsement amendment shall not be levied where it is associated with the conversion or replacement of a Flight Crew Licence under charges within Tables (A) or (B) above.

(New charge)**Change of name (due to marriage, divorce or deed poll) or address**

Upon making an application to amend a flight crew licence in respect of a change of name (due to marriage, divorce or deed poll) or a change of address, the applicant shall pay a charge of £20 for the licence to be updated and re-issued.

The charge shall only be levied once where both a change of name and address are requested on the same application.

4 AUTHORISATION AND APPROVALS OF PERSONS AND ASSOCIATED TRAINING COURSES

4.1 Authorised examiners and persons approved to conduct training courses

(Amended, new and deleted charges)

4.1.1 Persons authorised as examiners

4.1.1.1 When making an application for authorisation or re-authorisation as an examiner specified in Table 11, the applicant shall pay the charge in accordance with that Table:

Table 11

Ref	Sub-ref	Description	Initial Authorisation	Re-authorisation	
			£	Conducted by the CAA £	Conducted by a CAA authorised person £
a)		Aircraft Certified for Single Pilot Operation (excluding Balloons and Airships):			
	i)	Class or type rating or synthetic flight examiner (CRE/TRE/SFE)	1,109 (1,087)	1,109 (1,087)	324 (318)
	ii)	Instrument rating examiner (IRE)	1,109 (1,087)	1,109 (1,087)	324 (318)
	iii)	Class or type and instrument rating examiner (CRE/IR, TRE/IR)	1,641 (1,609)	1,641 (1,609)	448 (439)
	iv)	Senior Examiner (SE) (Revalidation examiner)	1,109 (1,087)	1,109 (1,087)	N/A
	v)	Type rating instructor examiner (TRIE)	1,641 (1,609)	1,641 (1,609)	N/A
	vi)	Additional type or class where a test is not required	148 (145)	148 (145)	148 (145)

Table 11 (Continued)

Ref	Sub-ref	Description	Initial Authorisation	Re-authorisation	
			£	Conducted by the CAA £	Conducted by a CAA authorised person £
b)		Aircraft Certified for Multi Pilot Operation (excluding Balloons and Airships):			
	i)	Type rating or synthetic flight examiner (TRE/SFE)	1,377 (1,350)	1,377 (1,350)	406 (398)
	ii)	Instrument rating examiner (IRE)	1,377 (1,350)	1,377 (1,350)	406 (398)
	iii)	Type and instrument rating examiner (TRE/IR)	1,641 (1,609)	1,641 (1,609)	448 (439)
	iv)	Senior Examiner (SE) (Revalidation examiner)	1,377 (1,350)	1,377 (1,350)	N/A
	v)	Type rating instructor examiner (TRIE)	1,641 (1,609)	1,641 (1,609)	N/A
c)		Balloons or Airships			
	i)	Type rating examiner (TRE)	232 (227)	232 (227)	77 (75)

4.1.1.2 When making an application for authorisation as an examiner or for an observation specified in Table 12, the applicant shall pay the charge specified in that Table:

Table 12

Ref	Sub-ref	Description	Charge £
a)		For authorisation or re-authorisation as a flight instructor examiner (FIE)	781 (766)
b)		For authorisation or re-authorisation as a type rating examiner for the Flight Engineer's Licence (TRE(E))	1,377 (1,350)
c)		For authorisation or re-authorisation as a flight examiner (FE) for the Private Pilot's Licence	338 (331)
d)		For authorisation or re-authorisation as a flight examiner (FE) for the Professional Pilot's Licence	1,065 (1,044)
e)		For authorisation or re-authorisation as a ground (GR) examiner for the Private Pilot's Licence	239 (234)
f)		A Flight Radiotelephony (RTF) examiner for a Radiotelephony Operator's Licence:	
	i)	for authorisation	321 (315)
	ii)	for re-authorisation	239 (234)
g)		For an observation conducted by the CAA for authorisation or re-authorisation as a Senior Examiner (SE) (Revalidation Examiner) (Flight Engineer)	1,377 (1,350)

4.1.2 Persons authorised as instructors

When making an application for authorisation or re-authorisation as an instructor specified in Table 13, the applicant shall pay in accordance with that Table:

Table 13 (Amended)

Ref	Sub-ref	Description	Charge £
a)		Where the person is authorised to carry out flight instruction for type rating purposes only, and the instruction required for single pilot helicopter operation where the observation is carried out by the CAA	527 (517)
b)		Where the person is authorised to carry out Synthetic Flight Instructor (SFI) / Simulated Training Instructor (STI) training for single and multi pilot requirements where: an observation is conducted by the CAA:	
	i)	for a multi pilot aeroplane or helicopter	1,377 (1,350)
	ii)	for a single pilot aeroplane or helicopter	527 (517)
		an observation is not conducted by the CAA: (Charge from Table 13)	
	x)	for simulated instrument flight	338 (331)

4.1.3 Persons approved to provide courses of training or instruction (Amended)

When making an application for approval or re-approval as a person approved to provide courses of training or instruction specified in Table 14, the applicant shall pay in accordance with that Table:

Table 14 (Amended)

Ref	Sub-ref	Description	Charge £
a)		For the flight instructor rating, flight instructor rating (restricted), type rating instructor rating (helicopters) on single pilot helicopter types, or instrument rating instructor rating or class rating instructor rating	338 (331)
b)		(Charge moved to Table 13)	
c)	i)	For a multi crew co-operation instructor (MCCI) course; where the observation is carried out by the CAA	338 (331)
	ii)	where the observation is carried out by a person authorised by the CAA for this purpose	202 (198)
d)		For an instructor authorised to conduct the observation of an MCCI course under c) above	781 (766)
e)		In the case of a one-off approval for training in simulated instrument flight	113 (111)
f)		For carrying out flight instruction for type rating purposes only, and the instruction required for multi-crew co-operation, where the observation is carried out by the CAA	1,377 (1,350)
g)		For carrying out synthetic flight instruction on a flight simulator for type rating purposes only, and the instruction required for multi-crew co-operation, where the applicant does not hold a Professional Pilot's Licence	338 (331)
h)		(Deleted charge)	

NOTE 1: With reference to paragraphs 4.1.1 to 4.1.3 above, where a test or observation is required to be carried out by an employee of the CAA, then the application fee for such a test or observation shall relate to only one attempt made by the applicant. Should the applicant fail, then a further fee is required in order to re-take the test or observation.

(New charge)

Validation of non-UK authorised EASA examiners / instructors

Upon making an application for a non-UK authorised EASA examiner / instructor to be able to examine / instruct in the UK, the applicant shall pay a charge of £630.

(New charge)

Authorisation of non-EU Licensed instructors to instruct on EASA training courses at venues outside of the EU

Upon making an application for the authorisation to instruct on EASA training courses at venues outside of the EU, the applicant shall pay a charge as specified in Table (D):

Table (D)

Ref	Description	Per validation £
a)	Where the CAA carries out the test	1,377
b)	Where the CAA does not carry out the test	121
c)	Where application is received to extend a TRE/SFE authorisation to carry out the test on a foreign instructor for the grant of an EASA instructor rating	121

4.1.4 **Amendment of particulars**

When making an application for the amendment of the particulars set out on an appointment or re-appointment as an authorised examiner or as a person approved to conduct courses of training, the applicant shall pay a charge of £54 (£53).

4.2 **Crew resource management**

When making an application for an observation or test specified in Table 15, the applicant shall pay in accordance with that Table:

Table 15

Ref	Sub-ref	Description	Charge £
a)		To be observed for the issue of a three-year Crew Resource Management Instructor (CRMII) authorisation:	
	i)	where the observation required for the issue of the authorisation is carried out by a Crew Resource Management Instructor Examiner (CRMIE)	137 (134)
	ii)	where the observation required for the issue of the authorisation is carried out by an employee of the CAA at a time and place agreed with the CAA	1,109 (1,087)
b)		To be observed by an employee of the CAA for the issue, revalidation or renewal of a three-year CRMIE authorisation	1,377 (1,350)
c)		For a test to be conducted by a duly authorised non-CAA Revalidation Crew Resource Management Instructor Examiner (RECRMIE) for the issue, revalidation or renewal of a CRMIE authorisation	137 (134)

4.3 National Private Pilot's Licence (NPPL)

When making an application for the approval or investigations specified in Table 16, the applicant shall pay in accordance with that Table:

Table 16

Ref	Sub-ref	Description	Charge £
a)		For the grant of an approval of a person authorised to furnish reports and make recommendations to the CAA for applications for the grant of a National Private Pilot's Licence, the applicant shall pay a charge as determined by the CAA having regard to the expense thereby incurred, but not exceeding £5,680 (£5,570)	5,680 (5,570) (maximum)
b)		For the investigations required by the CAA for the purposes of satisfying itself that such an approval should remain in force for a period of twelve months commencing from the anniversary of the issue date of the approval, the holder of the approval shall pay a charge as determined by the CAA having regard to the expense thereby incurred, but not exceeding £5,680 (£5,570)	5,680 (5,570) (maximum)

4.4 Approval of courses for authorised examiners, type rating instructors and synthetic flight instructors **(Amended, new and deleted charges)**

4.4.1 Authorised examiner courses

When making an application for the approval of a course specified in Table 17, the applicant shall pay in accordance with that Table:

Table 17

Ref	Sub-ref	Description	Initial application £	Annual renewal charge payable on 1 April £
a)		For the authorised examiner standardisation course (aeroplanes)	6,302 (6,178)	561 (550)
b)		For the authorised examiner standardisation course (helicopters), for:		
	i)	the VFR course	1,377 (1,350)	459 (450)
	ii)	the VFR to IFR upgrade course	1,980 (1,941)	459 (450)
	iii)	the VFR and IFR course	2,592 (2,541)	459 (450)

(For Enclosure purposes, the comparatives have been derived by the 2011/12 renewal or continuation charge being divided by three. As the course approvals were valid for three years it was the procedure that by the approval expiry date a new application was made and the appropriate initial charge levied.)

4.4.2 **Type rating instructor/synthetic flight instructor course**

When making an application for the approval of a course specified in Table 18, the applicant shall pay in accordance with that Table:

Table 18

Ref	Sub-ref	Course Type	Aircraft excluding helicopters £	Helicopters £
a)		For a core course	3,992 (3,914)	3,205 (3,142)
b)		For a type specific course for:		
	i)	a helicopter not exceeding 3,175 kg MTWA	N/A	1,377 (1,350)
	ii)	a helicopter exceeding 3,175 kg MTWA	N/A	1,980 (1,941)
	iii)	an aircraft, excluding helicopters, not exceeding 15,000 kg MTWA	3,222 (3,159)	N/A
	iv)	an aircraft, excluding helicopters, exceeding 15,000 kg MTWA	3,992 (3,914)	N/A
c)		For core and type specific course for:		
	i)	a helicopter not exceeding 3,175 kg MTWA	N/A	1,980 (1,941)
	ii)	a helicopter exceeding 3,175 kg MTWA	N/A	3,205 (3,142)
	iii)	an aircraft, excluding helicopters, not exceeding 15,000 kg MTWA	4,762 (4,669)	N/A
	iv)	an aircraft, excluding helicopters, exceeding 15,000 kg MTWA	5,532 (5,424)	N/A
d)		For a simulator to aircraft or aircraft to simulator upgrade	1,683 (1,649)	1,377 (1,350)
e)		For an aircraft type specific one-off course	3,992 (3,914)	3,205 (3,142)

(New charges)

Holders of type rating instructor / synthetic flight instructor course approvals, specified in Table (E) shall be liable to an annual renewal charge, payable on 1 April. The applicant shall pay in accordance with that Table:

Table (E)

Ref	Sub-ref	Course Type	Aircraft excluding helicopters £	Helicopters £
a)		For a core course	1,331 (1,304)	1,068 (1,047)
b)		For a type specific course for:		
	i)	a helicopter not exceeding 3,175 kg MTWA	N/A	459 (450)
	ii)	a helicopter exceeding 3,175 kg MTWA	N/A	660 (647)
	iii)	an aircraft, excluding helicopters, not exceeding 15,000 kg MTWA	1,074 (1,053)	N/A
	iv)	an aircraft, excluding helicopters, exceeding 15,000 kg MTWA	1,331 (1,305)	N/A

Table (E) (Continued)

c)		For a core and type specific course for:		
	i)	a helicopter not exceeding 3,175 kg MTWA	N/A	660 (647)
	ii)	a helicopter exceeding 3,175 kg MTWA	N/A	1,068 (1,047)
	iii)	an aircraft, excluding helicopters, not exceeding 15,000 kg MTWA	1,587 (1,556)	N/A
	iv)	an aircraft, excluding helicopters, exceeding 15,000 kg MTWA	1,844 (1,808)	N/A
d)		For a simulator to aircraft or aircraft to simulator upgrade	561 (550)	459 (450)
e)		For an aircraft type specific one-off course	1,331 (1,305)	1,068 (1,047)

(For Enclosure purposes the comparatives have been derived by the 2011/12 renewal or continuation charge being divided by 3. As the course approvals were valid for three years, it was the procedure that by the approval expiry date a new application was made and the appropriate initial charge levied.)

4.4.3 **Other courses (Deleted charges)**

When making an application for the approval of a course specified in Table 19, the applicant shall pay in accordance with that Table:

Table 19

Ref	Description	Charge £
a)	A Type Rating Instructor (TRI) or Synthetic Flight Instructor (SFI) or Simulated Training Instructor (STI) course for a simulator to zero flight time upgrade for single and multi pilot requirements	1,641 (1,609)
b)	(Deleted)	
c)	(Deleted)	
d)	(Deleted)	

4.4.4 **Senior examiner (Revalidation examiner) course attendance**

When making an application to attend the senior examiner (revalidation examiner) (aeroplane or helicopter) course, the applicant shall pay a charge of £3,222 (£3,159).

4.5 **Approval of courses for cabin crew initial safety training provided by non-AOC operator organisations**

When making an application for the grant of an approval for an organisation, other than an AOC operator, to provide courses of cabin crew initial safety training, the applicant shall pay a charge of £7,136 (£6,996) and in the case of renewal of such an approval, a charge of £1,812 (£1,776).

4.6 **(Charge moved to Air Operator and Police Air Operator Certification Scheme)**

5 **APPROVAL OF FLIGHT SIMULATORS AND THEIR USE AND FLIGHT SIMULATOR TRAINING ORGANISATIONS AND THEIR USERS**

5.1 **Full flight simulators and flight training devices**

5.1.1 The application charge comprises an initial charge and in certain cases an additional charge as described in paragraph 5.6.

When making an application specified in Table 20, the applicant shall pay in accordance with that Table:

Table 20

Ref	Description	Charge £
a)	For an evaluation for an initial qualification of a full flight simulator for its use	17,240 (16,900)
b)	For an evaluation for a recurrent qualification of a full flight simulator for its use	4,310 (4,225)
c)	For an evaluation for an initial qualification of a flight training device for its use	8,620 (8,450)
d)	For an evaluation for a recurrent qualification of a flight training device for its use	3,103 (3,042)
e)	For a special evaluation, pursuant to EASA Part-ORA.FSTD, for a qualification of either a full flight simulator or for a flight training device for its use	3,103 (3,042)

- 5.1.2 a) Where a return visit to an organisation is required by the CAA to address outstanding evaluation issues or updates to documentation, the applicant shall pay a charge of £172 (£169) per hour.
- b) Where the US/UK Bilateral Aviation Safety Agreement / Simulator Implementation Procedures (BASA/SIP) requires the CAA to carry out additional evaluation work to ensure that the Special Conditions within the BASA/SIP have been satisfied, the applicant shall pay a charge of £172 (£169) per hour.

5.2 **Flight navigation procedure trainers (FNPT) and basic instrument training devices (BITD) (Amended, new and deleted charges)**

- a) When making an application specified in Table 21, the applicant shall pay in accordance with that Table subject to any resultant additional charges under paragraph 5.2 b) below:

Table 21

Ref	Description	Initial application £	Renewal or continuation £	Additional subsequent configuration £
i)	For the qualification of a flight navigation procedure trainer 1 for its use	4,011 (3,932)	913 (895)	913 (895)
ii)	For the qualification of a flight navigation procedure trainer 2 or 3 for its use	7,431 (7,285)	1,676 (1,643)	1,676 (1,643)
iii)	For the qualification of a flight navigation procedure trainer 2 or 3 configured for multi-crew co-operation	9,685 (9,495)	2,415 (2,368)	1,643 (N/A)
	(Deleted – was d)			
	(Deleted – was e)			
iv)	For the qualification of a basic instrument training device:	4,011 (3,932)	918 (900)	N/A

(New charges)**b) Additional charge**

Additional charges shall be payable by the applicant or holder of an FNPT or BITD qualification where the cost of processing the application for qualification of a device or the oversight costs of the FNPT/BITD qualification in any one year exceeds the fixed initial application charge or the fixed renewal or continuation charge shown under Table 21. Any additional charges payable will at the rate of £172 for each hour incurred and will be invoiced in arrears. The total charge payable under any application for qualification or qualification oversight in any one year will not exceed £20,000.

5.3 Simulator training organisations (Amended)

When making an application or in the circumstances specified in Table 22, the applicant shall pay in accordance with that Table:

Table 22

Ref	Description	Charge £
a)	When a Compliance Monitoring System audit has been scheduled to take place by the CAA, in order to determine compliance with the requirements under EASA Part-ORA.FSTD . (In certain cases, an additional charge, as described in section 5.6, may become payable.)	2,585 (2,534)
b)	Upon receipt by the CAA of a simulator evaluation report compiled by an organisation that wishes to extend its flight simulator qualification, for the CAA to review and grant the extended qualification.	751 (736)
c)	For the CAA to observe the self-evaluation process for extended qualification of a flight simulator or flight training device.	1,849 (1,813) per person

(New note)

NOTE (C): Where an FSTD is being transferred to another organisation that does not already operate FSTDs, then the applicant shall pay the CAA the recurrent charge as specified under Table 20 or 21 for the appropriate device plus the charge under Table 22 a) in respect of an audit of its Compliance Monitoring System.

Where an FSTD is being transferred to another organisation that already operates FSTDs, then the applicant shall pay the CAA the recurrent charge as specified under Table 20 or 21 for the appropriate device.

5.4 (Deleted)**(New charges)****Use of simulators**

When making an application specified in Table (F) for the initial approval, variation or annual renewal of an approval in respect of full flight simulator (FFS) devices used by approved training organisations (ATO) or commercial air transport air operator certificate (CAT AOC) organisations, the applicant or holder shall pay in accordance with that Table:

Table (F)

Ref	Description	Charge £
a)	Initial approval of first FFS: Where the ATO or CAT AOC holder applies to operate its first FFS on one of its training courses.	910
b)	Variation of approval: Where the ATO or CAT AOC holder applies to vary its ATO certificate in respect of adding another FFS to its course(s).	65
c)	Annual charge: Each FFS-course combination will be subject to an annual charge payable on 1 April each year.	130 per FFS-course combination

5.5 **Other simulator charges (Deleted charges)**

When making an application of a description specified in Table 24, the applicant shall pay in accordance with that Table:

Table 24

Ref	Sub-ref	Description	Charge £
a)		For the CAA to evaluate a specific feature of a flight simulator or flight training device where the CAA deems an evaluation less than that required for a special evaluation is appropriate	578 (567)
b)	i)	(Deleted)	
	ii)	(Deleted)	

5.6 **Additional simulator charges (Amended)**

An additional charge is payable for an initial or recurrent full flight simulator evaluation for qualification and for an initial or recurrent flight training device evaluation for qualification or for special evaluations or **compliance monitoring** system audits where the number of hours expended by the CAA in dealing with the application exceeds the standard number of hours for that application. The standard hours for each application type are specified in Table 25.

The charge payable for each hour in excess of the standard hours is **£172** (£169).

Table 25

Activity charge description	Standard hours
Initial full flight simulator evaluation qualification	100
Recurrent full flight simulator evaluation qualification	25
Initial flight training device evaluation qualification	50
Recurrent flight training device evaluation qualification	18
Special evaluations	18
Compliance monitoring system audits	15

6 APPROVAL OF APPROVED TRAINING ORGANISATIONS**(Amended, new and deleted charges)****(New charges)****Private pilot initial training or subsequent ratings**

When making an application for any other course approval or subsequent rating not shown elsewhere in the Scheme, the applicant shall pay a charge of £1,000. Where the time of processing the application exceeds the fee payable, the applicant shall pay additional charges of £172 per hour for the excess hours incurred.

Any additional charges shall be determined by the CAA having regard to the expense thereby incurred, but not exceeding £50,300 for integrated courses and type rating courses or £10,000 for other courses or ratings in any year or part of a year in which the investigations for the approval are carried out.

Additional charge concerning initial course applications

Where an application is made to add the approval of additional courses for an existing EASA Approved Training Organisation (ATO) or for an outright new application for a new ATO, where the costs of processing the application exceed the application fee payable, the applicant shall pay additional charges based upon a charge of £172 per hour. Any additional charges incurred shall be invoiced to the applicant on a monthly basis.

6.1 Approval of flying training organisations

6.1.1 When making an application specified in Table 26 for the approval or annual renewal of an approval of a flying training organisation, the applicant shall pay in accordance with that Table:

Table 26

Ref	Sub-ref	Description	Initial Approval £	Annual charge payable on 1 April £
a)		Integrated courses		
	i)	The Airline Transport Pilot Licence (Aeroplane) (ATPL(A))	12,911 (12,658)	11,637 (11,409)
	ii)	The Multi-Crew Pilot Licence (MPL)	15,370 (15,069)	13,174 (12,916)
	iii)	To provide courses of training for the MPL where the applicant is already providing an integrated ATPL(A) course:		
	aa)	basic charge	7,685 (7,534)	6,587 (6,458)
	bb)	(Deleted)		
	iv)	The Commercial Pilot Licence (Aeroplane) (CPL(A)):		
	aa)	basic charge without instrument rating*	8,728 (8,557)	7,389 (7,244)
	bb)	with instrument rating*	11,637 (11,409)	10,298 (10,096)
		* Where this is in addition to courses of training for the ATPL(A) at a) i) above then no fee will be charged.		

Table 26 (Continued)

Ref	Sub-ref	Description	Initial Approval £	Annual charge payable on 1 April £
	v)	The Airline Transport Pilot Licence (Helicopter) (ATPL(H)):		
	aa)	basic charge	11,637 (11,409)	10,298 (10,096)
	bb)	where this is in addition to courses of training for the ATPL(A) at a) i) a reduced renewal fee shall apply	N/A	3,668 (3,616)
	vi)	The Commercial Pilot Licence (Helicopter) (CPL(H)):		
	aa)	basic charge	8,728 (8,557)	7,389 (7,244)
	bb)	where this is in addition to courses of training for the ATPL(A) at a) i) a reduced renewal fee shall apply	N/A	1,018 (998)
	vii)	The Commercial Pilot's Licence (Airships)	5,534 (5,425)	4,469 (4,381)
b)		Modular courses The charges for the following modular courses will only be applied where an integrated approval is not already held in the same class, where the class is Aeroplane or Helicopter		
	i)	The Commercial Pilot Licence (Aeroplane) or for the Commercial Pilot Licence (Helicopter)	1,294 (1,269)	1,156 (1,133)
	ii)	Flight training for the instrument rating:		
	aa)	Basic charge:		
		Basic Instrument Flight Module (BIFM)	1,294 (1,269)	1,156 (1,133)
		Procedural Instrument Flight Module (PIFM)	1,294	1,156
	bb)	To add provision of courses of simulated flight	647 (634)	N/A
	iii)	Theoretical knowledge for the issue of either an Airline Transport Pilot Licence or a Commercial Pilot Licence and an instrument rating, when applied for together	1,746 (1,712)	1,448 (1,420)
	iv)	The multi crew co-operation course	1,294 (1,269)	1,156 (1,133)
c)		Instructor training		
	i)	To provide seminars for the flight instructor rating, flight instructor rating (restricted) or assistant flying instructor's rating	721 (707)	360 (353)
	ii)	To provide courses of training for a flight instructor, class rating instructor (if not associated with a flight instructor approval), or instrument rating instructor (if not associated with a flight instructor approval), or multi crew co-operation instructor, or type rating instructor	647 (634)	578 (567)

Table 26 (Continued)

Ref	Sub-ref	Description	Initial Approval £	Annual charge payable on 1 April £
	iii)	To provide courses of training for an assistant flight instructor rating (microlights)	325 (319)	287 (281)
d)	i)	Single pilot aircraft flight training To provide courses of training for a single engine or multi-engine single pilot aircraft type, or variant (where differences training is required) or class rating, for each type, variant (requiring differences training) or class included in the approval	493 (483)	493 (483)
	ii)	(Deleted)		
	iii)	To provide a course of training for additional theoretical knowledge for high performance aircraft	493 (483)	493 (483)
	iv)	To provide an additional course for a single or multi-engine helicopter which does not exceed 2,730 kg MTWA	54 (53)	N/A
	v)	To amend particulars set out in an approval	54 (53)	N/A
		Flight test rating (New charge) To provide courses of training for a flight test rating	8,600	8,600
e)		(Deleted)		
f)		Variation of a Flying Training Organisation course approval For variation of a Flying Training Organisation course approval requiring the review of course manuals with a subsequent site inspection for the amendment of particulars set out in an approval listed in a), b), c) and d) above Where the charge for the initial course approval is greater or where the charge for the initial course approval is less than £1,297 (£1,272) then the lower initial charge will be payable	1,297 (1,272)	N/A

- 6.1.2 a) For the investigations required by the CAA to satisfy itself that an approval given for the conduct of courses listed in Table 26 a), b), c) and d) above should remain in force following a major organisational or managerial change, the holder of the approval shall pay a charge of such amount as may be decided by the CAA having regard to the expense thereby incurred, but not exceeding £50,300 (£49,300) in any year or part of a year during which the investigations are carried out.
- b) Where no investigation is required and just an administrative amendment of the particulars set out in an approval is necessary, the holder of the approval shall pay a charge of £54 (£53).

6.2 Registration of Private Pilot's Licence training facilities

When making an application for initial registration of Private Pilot's Licence training facilities, or an amendment of registration certificate particulars, or for the annual renewal charge, the applicant shall pay a charge as specified in Table 27.

Table 27

Ref	Description	Charge £
a)	For initial registration	102 (100)
b)	To amend the particulars set out in the registration certificate	54 (53)
c)	The annual renewal charge payable on 1 April each year	102 (100)

6.3 Type rating for new or unusual types of aircraft

When making an application for the inclusion in a pilot's licence of an aircraft rating for an aircraft type where no application for an aircraft rating for that type has been granted by the CAA during the period of two years immediately preceding the date of the application in question, the applicant shall pay, in addition to any other charge payable by virtue of this Scheme in relation to the application, a charge of an amount decided by the CAA having regard to the cost to the CAA of:

- a) training an employee of the CAA to act as pilot in command of that type of aircraft; and
- b) training an employee of the CAA to a standard of technical knowledge of that type of aircraft which in the opinion of the CAA will enable that employee of the CAA to examine the applicant for the purpose of his application;

but not exceeding **£118,000** (£116,000).

6.4 Approval of type rating training organisations and conversion courses

6.4.1 When making an application for initial approval as a type rating training organisation, the applicant shall pay the charges as specified in Table 28.

Table 28

Initial approval activity	Charge
Basic charge, and for each course to be included in the initial approval	£2,766 (£2,712) Charge according to aircraft weight, as specified in Table 29

6.4.2 When making an application to add a course to an existing approval, the applicant shall pay a fee according to aircraft weight, as specified in Table 29.

6.4.3 When making an application for a type rating approval to conduct differences training, the applicant shall pay a charge of 50% of the fee according to aircraft weight, as specified in Table 29.

6.4.4 When making application for renewal or continuation of a type rating training organisation approval or in respect of the investigations required by the CAA for the purpose of satisfying itself that an approval should remain in force for a period of 12 months commencing from the anniversary of the issue date of the approval, the applicant shall pay in respect of each full or differences training course applied for, a

JAR-FCL requires that differences training be completed where indicated in the EASA Type Rating list in order for a pilot to change to another variant of the aeroplane or helicopter within one type rating.

charge according to aircraft weight, as specified in Table 29. Where the course relates to a differences training course then the fee charged shall be 50% of the full course fee according to aircraft weight as specified in Table 29.

Table 29

Aircraft Weight	Charge
Does not exceed 5,700 kg	£710 (£696)
Exceeds 5,700 kg but does not exceed 15,000 kg	£1,775 (£1,740)
Exceeds 15,000 kg	£2,130 (£2,088)

Provided that, where the cost to the CAA of:

- a) training an employee of the CAA to act as pilot in command of the type of aircraft to which the course relates; and
- b) training an employee of the CAA to a standard of technical knowledge of that type of aircraft which in the opinion of the CAA will enable that employee of the CAA to examine the applicant's proposals for the purposes of the application or to inspect and monitor the type rating training organisation;

exceeds the amount specified above, a charge of such amount as may be decided and invoiced by the CAA having regard to the expense thereby incurred, but not exceeding **£118,000** (£116,000).

6.4.5 When making an application for approval to conduct a Zero Flight Time Training course, the applicant shall pay:

- a) for initial approval, for each course type, **£3,069** (£3,009);
- b) for renewal or continuation of approval, for each course type, **£3,069** (£3,009).

6.4.6 a) For the investigations required by the CAA to satisfy itself that any approval given under section 6.4 should remain in force following a major organisational or managerial change, the holder of the approval shall pay a charge of such amount as may be decided and invoiced by the CAA having regard to the expense thereby incurred, but not exceeding **£50,300** (£49,300) in any year or part of a year during which the investigations are carried out.

- b) Where no investigation is required, and just an administrative amendment of the particulars set out in an approval is necessary, the holder of the approval shall pay a charge of **£54** (£53).

6.5 Approval of other training organisations for type ratings

6.5.1 When making an application specified in Table 30, the applicant shall pay in accordance with that Table:

Table 30

Ref	Sub-ref	Approval activity	Charge £
a)		For the initial approval or renewal of approval of the following courses, or in respect of the investigations required by the CAA for the purpose of satisfying itself that an approval should remain in force for a period of 12 months commencing from the anniversary of the issue date of the approval, for each type applied for:	
	i)	to conduct ground training only for the type rating	1,422 (1,395)
	ii)	a course of flight training for the type rating only	1,422 (1,395)
	iii)	to conduct synthetic flight training for the type rating only	711 (697)

- 6.5.2 a) For the investigations required by the CAA to satisfy itself that any approval given in Table 30 should remain in force following a major organisational or managerial change, the holder of the approval shall pay a charge of such amount as may be decided by the CAA having regard to the expense thereby incurred, but not exceeding **£50,300** (£49,300) in any year or part of a year during which the investigations are carried out.
- b) Where no investigation is required and just an administrative amendment of the particulars set out is necessary, the holder of the approval shall pay a charge of **£54** (£53).

6.6 **Approval of a second or subsequent site**

When making an application for approval or re-approval or continuation for a second or subsequent site for the conduct of courses listed in section 6 above, the applicant shall pay the relevant charge specified in Table 31.

Table 31

Description	Charge £
Charge per site	1,297 (1,272)
Except where the fee for approval or re-approval or continuation of the course as laid down in section 6 is less than £1,297 (£1,272), then that lower charge shall be payable for a second and each subsequent site also.	

6.7 **Approval of language proficiency assessment bodies**

When making an application to become, or continue to act as, an approved Language Proficiency Assessment Body, the applicant shall pay the relevant charge specified in Table 32.

Table 32

Ref	Application type	Charge £
a)	Initial application for grant of approval	3,570 (3,500)
b)	Annual charge for renewal or continuation of approval	2,550 (2,500)
c)	Approval variation for a full review of course manuals or where a site visit is required in respect of a change to the main site of the organisation	1,530 (1,500)
d)	Approval variation for an administrative amendment to the particulars set out in the approval where no site visit is required	54 (53)

7 LICENSING OF AIR TRAFFIC CONTROLLERS

7.1 Grant and renewal of air traffic controller's licences

When making an application specified in Table 33, the applicant shall pay in accordance with that Table:)

Table 33

Ref	Application type	Charge £
a)	For the grant or renewal of a Student Air Traffic Controller's Licence	140 (137)
b)	For the grant or renewal of an Air Traffic Controller's Licence	846 (829)
c)	For the examination for a Unit Endorsement at each aerodrome or place	846 (829)
d)	For a rating endorsement to include the use of new or additional radar or other equipment in an existing Unit Endorsement	846 (829)
e)	For the re-sitting of an examination or part of an examination for a Unit Endorsement	846 (829)

7.2 Verification of licensing details

When making an application for the verification of an individual's ATCO licence details, the applicant shall pay a charge of £44 (£43).

7.3 Approval of air traffic controller training schools

When making an application for the approval or renewal of approval of a school to provide courses for the training of air traffic controllers, the applicant shall pay a charge of £32,857 (£32,213).

8 MEDICAL EXAMINATIONS FOR PERSONNEL LICENCES

8.1 Medical examinations for personnel licences (New charges and note)

- a) Subject to sub-paragraph b) below, when making an application for a medical examination to be conducted by the CAA, the applicant shall pay the total charge appropriate to the type of medical certificate applied for, as specified in Table 34.

Table 34

Approval activity	Medical Certificates					
	EASA Initial Class 1 £	EASA Initial Class 2 £	CAA Initial Class 1 £	European Initial Class 3 £	EASA LAPL Exam- ination £	EASA LAPL Assess- ment £
Medical examination (including peak flow and urinalysis)	78 (76)	78 (76)	78 (76)	78 (76)	78	
Medical assessment						47
Administration fee	42 (41)	21 (21)	21 (21)	42 (41)	21	21
Recording and reading of a resting electrocardiogram	67 (66)	67 (66)	67 (66)	67 (66)		

Table 34 (Continued)

Approval activity	Medical Certificates					
	EASA Initial Class 1 £	EASA Initial Class 2 £	CAA Initial Class 1 £	European Initial Class 3 £	EASA LAPL Examination £	EASA LAPL Assessment £
Audiogram and report	32 (31)	32 (31)	32 (31)	32 (31)		
Haemoglobin estimation and report	18 (18)	18 (18)		18 (18)		
Lipid estimation and report	19 (19)			19 (19)		
Spirometry and report	33 (32)		33 (32)	33 (32)		
Extended ophthalmology	59 (58)			59 (58)		
TOTAL CHARGE	348 (341)	216 (212)	231 (226)	348 (341)	99	68

- b) The applicant shall also pay the charge specified in Table 34 for each additional test or report that the CAA may require.
- c) When making an application for a medical examination to be conducted by the CAA which is required for the revalidation or renewal of a medical certificate, the applicant shall pay the examination fee and the administration fee specified in Table 34 appropriate to the medical certificate applied for, plus the charge specified in Table 34 for each test or report which the CAA may require.

(New note)

NOTE (D): An EASA LAPL examination is required for the first examination followed by medical assessments until the pilot reaches 50 years of age after which medical examinations are required. However, an EASA LAPL examination may be required if necessary at any time up to 50 years of age.

(New charges)**Certification of aero-medical centres (AeMCs)**

When making an application specified in Table (G) for the initial certification of an AeMC or being invoiced by the CAA to pay an annual charge for continuation of the certification, the applicant or approval holder shall pay in accordance with that Table:

Table (G)

Ref	Certification activity	Initial certification £	Annual charge payable from 1 April £
a)	Certification of an AeMC for the issue of EASA Class 1 and 2, EASA LAPL and CAA Class 1 medical certificates but excluding European Class 3 medical certificates	2,800	2,100
b)	Approval of an AeMC for the purpose of issuing European Class 3 certificates	1,400	1,050
c)	Certification and approval of an AeMC to carry out the above two activities	3,500	2,625

(New charges)**Certification and recertification of aero-medical examiners (AMEs)**

When making an application specified in Table (H) for the initial certification of an AME or the annual recertification of the AME, the applicant or certified AME shall pay in accordance with that Table:

Table (H)

Ref	Certification activity	Initial certification £	Annual charge payable from 1 April £
a)	For issue of EASA Class 1, 2 and LAPL, European Class 3 and UK Class 1	1,250	317
b)	For issue of EASA Class 2 and LAPL only	800	233
c)	Upgrade form b) to a) above	700	N/A

8.2

Aeromedical examiners (AMEs) – submission of medical reports**(Amended, new and deleted charges)****a) Using the AME Online system**

An AeMC or AME who on any specified date holds a CAA approval for the electronic transmission of the following medical certificate examination reports to the CAA, shall pay to the CAA on that specified date the charge specified in Table 35 for each medical examination carried out by the AeMC or AME during the previous three months, the results of which have been transmitted to the CAA by way of the approved electronic transmission.

Table 35

Medical examination category	Charge (using AME online) £
EASA/CAA Class 1 or European Class 3 Revalidation or Renewal	14 (13)
EASA Class 2 Initial, Revalidation or Renewal	8 (3)

b) (Deleted)

The specified dates for the purpose of these charges are 31 March, 30 June, 30 September and 31 December in each year.

(New charge)**Approval of medical training courses**

When making an application from an organisation for the CAA to approve its training course in aviation medicine, the applicant shall pay a charge of £4,200.

(New charge)**Change of EU Member State of Licence to the UK**

When making an application by an individual to change the state of licence issue of a medical certificate to one issued by the UK from another EASA Member State, the applicant shall pay a charge of £75. The applicant shall be liable for the cost of any language translation fees.

(New charge)**Oversight of non-UK certificated AeMCs or AMEs practising in the UK**

On instruction from a non-UK EASA National Aviation Authority (NAA), the UK CAA may be required to undertake a level of cooperative oversight of the non-UK certificated AeMCs or AMEs relating to that NAA that are practising in the UK. On agreement with the NAA as to the level of oversight to be performed by the UK CAA, an initial payment shall be made by the NAA based on the number of estimated hours required multiplied by an hourly rate of £300.

Additional charges will be invoiced monthly where the associated costs exceed the initial payment made by the NAA. The additional charges will be based on a charge rate of £300 per hour.

9 FLIGHT INFORMATION SERVICE OFFICERS (FISOs)**9.1 Licensing of FISOs**

- a) When making an application for the grant of a FISO Licence, the applicant shall pay a charge of **£105** (£103), and for any written examination required for the above, the applicant shall pay a charge of **£118** (£116).
- b) When making an application for the naming of a place, or any additional place, in a FISO Licence, the applicant shall pay a charge of **£69** (£68), and for any examination conducted by the CAA for that purpose, the applicant shall pay a charge of **£652** (£639).

9.2 Authorisation as an examiner for validity examinations

When making an application for appointment as an examiner authorised to conduct examinations for the FISO Licence, the applicant shall pay a charge of **£652** (£639).

(New charges)**Radio Operator's Certificate of Competence (ROCC)**

When making an application specified in Table (I), the applicant shall pay in accordance with that Table:

Table (I)

Ref	Type of certificate	Initial or annual renewal £
a)	ROCC – Air Ground Communication Service (AGCS)	35
b)	ROCC (Offshore) – Offshore Communication Service (OCS)	35
c)	ROCC (Parachute) – Parachuting	35

10 AIRCRAFT MAINTENANCE ENGINEER LICENSING**10.1 Licences and examinations (Amended)**

When making an application for a licence to act as an Aircraft Maintenance Engineer or for the inclusion of a type or group rating in such a licence, the applicant shall pay the specified charge as shown in Table 37.:

Table 37

Ref	Description	Charge £
a)	For the grant of a licence issued in accordance with BCAR Section L under Article 33(1) of the Order to include a Without Type Rating sub-division, for each application	275 (270)
b)	For the extension of a licence issued in accordance with BCAR Section L under Article 33(1) of the Order to include a Without Type Rating sub-division	131 (128)
c)	For the grant or extension of a basic licence issued in accordance with Part-66, for each category/sub-category combination Where a Category C basic rating is applied for concurrently with Category B1, B2 or B3 no charge shall be payable for the grant of the Category C rating	320 (315)
d)	For the grant of a Part-66 licence issued on conversion from a BCAR Section L licence, including any type rating held on the original licence	320 (315)
e)	For the grant of a Part-66 licence on the transfer of certification privileges granted in accordance with a company authorisation or approval scheme approved by the CAA where a BCAR Section L licence is not held	320 (315)
f)	For each attempt at a written examination module or part module conducted by the CAA	43 (42)
g)	For an examination paper to be re-marked The charge shall be refunded if a pass is subsequently awarded as a consequence of an error made by the CAA	33 (32)
h)	For the refund, transfer or amendment of fees or when an examination has been re-arranged at the request of the applicant	33 (32)
i)	For the issue of a duplicate or replacement examination result notification or duplicate confirmation of a booking	33 (32)
j)	Subject to sub-paragraph k), for the inclusion of any type rating or group Except that where type ratings are included at the same time as a Part-66 licence is first issued, either on conversion of a BCAR Section L licence or on the basis of transfer of certification privileges granted in accordance with a company authorisation or approval scheme approved by the CAA, the maximum charge for all type ratings so included shall be	131 (128) 391 (383) (Maximum)
k)	Where a type rating is applied for within Category C concurrently with the same type rating within Category B1, B2 or B3 no charge is payable for the Category C type rating	N/A
l)	For each individually received application for the removal of one or more limitations from a Part-66 licence	54 (53)
m)	Where limitations are requested to be removed as part of the conversion process, no charge shall be made	N/A
n)	For the renewal of a licence valid for five years	320 (315)

NOTE 2: Where a licence is submitted for type addition, amendment or other change within the five year period, this licence action will trigger the requirement for a further five years of validity to be issued. The licence will be automatically re-issued for five years and only a proportional fee applied. The fee will be equal to the full renewal fee minus years lost on submission, rounded up to the nearest full year.

As an example only, if the licence had used 2 years 3 months of validity on presentation for a further licence amendment then the renewal charge would be:

Lost years: 5 years – 2 yrs 3 months

= 2 years 9 months rounded up to the nearest full year, being 3 years

Charge is £320 (£315) ÷ 5 x (5 - 3) = £128 (£126).

10.2 Licence assessment qualification

When making an application for the requirements as specified in Table 38, the applicant shall pay in accordance with that Table:

Table 38

Ref	Description	Charge £
a)	For the assessment or re-assessment of a qualification for the purpose of exemption from any of the requirements for the issue or extension of a licence to act as an Aircraft Maintenance Engineer If the cost of the assessment exceeds this amount, a charge of such amount as may be decided by the CAA but not exceeding £35,600 in respect of each assessment or reassessment.	1,811 (1,775) 36,300 (35,600) (Maximum)
b)	For a written assessment or re-assessment, particular to that applicant, of the evidence, examinations or tests which the CAA will require for his knowledge, experience, competence or skill for an engineer's licence	131 (128)
c)	For a written assessment particular to that applicant of the evidence, experience, training or qualifications for the skilled worker route to obtaining a Part-66 licence, or for the production of a statement for protected rights	131 (128)
d)	For an assessment of qualifications for the grant of an approval as a CAA Authorised Logbook Assessor	131 (128)
e)	For the verification of licence documents for overseas validation or for the verification of an individual's licence details and history	44 (43)

10.3 Authorisation and approval of persons and organisations

10.3.1 When making an application specified in Table 39, the applicant shall pay, subject to 10.3.2, in accordance with that Table:

Table 39

Ref	Sub-ref	Authorisation /approval activity	Charge £
a)		For approval of a type training course for the purpose of gaining a type rating in an engineer's licence granted under BCAR Section L or Part-66 for an aircraft with a maximum take-off mass (MTOM) of more than 5,700 kg where the course is not approved under Part-147	1,179 (1,156)
b)		For approval of a type rating course for the purpose of gaining a type rating in an engineer's licence for an aircraft with an MTOM of 5,700 kg or below, or its systems or engines	785 (770)
c)		For the grant or variation of an approval of a course for an aircraft with an MTOM of more than 5,700 kg in accordance with Part- 147 or Article 33(9) of the Order;	

Table 39 (Continued)

Ref	Sub-ref	Authorisation /approval activity	Charge £
	i)	for the grant of an approval which includes a single class, where the class is a basic rating	3,621 (3,550)
	ii)	for the grant of an approval which includes a single class, where the class is a type rating	3,621 (3,550)
	iii)	for the addition of a basic class, including a single rating	1,811 (1,775)
	iv)	for the addition of a class, where the class is a type including a single rating	1,811 (1,775)
	v)	for the inclusion of each additional type rating	430 (422)
	vi)	for the inclusion of a permanent additional site in the approval	1,811 (1,775)
	vii)	for the inclusion of a temporary/remote site in the approval	430 (422)
	viii)	for the inclusion of an approval to conduct individual modular training only, for each Part-66 category or sub category applied for	430 (422)
d)		For the grant or variation of an approval of a course in accordance with Part-147, for the investigations required by the CAA to assess the application, for aircraft with an MTOM of 5,700 kg or less:	
	i)	for the grant of an approval which includes a single class/rating combination	1,965 (1,926)
	ii)	for the inclusion of each additional rating combination, to an existing or pending class approval	275 (270)
	iii)	for the inclusion of a permanent additional site in the approval	1,811 (1,775)
	iv)	for the inclusion of a temporary/remote site in the approval	430 (422)
e)		For the investigations required by the CAA for the purpose of satisfying itself that an approval referred to in Table 39 c) should remain in force for a period of 12 months commencing 1 April in any year, the holder of an approval shall pay on 1 April in that year:	
	i)	for an approval which includes only one class	3,621 (3,550)
	ii)	for an approval only for type training for aircraft with an MTOM of 5,700 kg or less	1,965 (1,926)
	iii)	for an approval which includes more than one class	4,547 (4,458)
	iv)	plus, where more than one site is included in the approval for each additional site included	1,811 (1,775)

- 10.3.2 a) For the investigations required by the CAA to satisfy itself that any approval given under Table 39 c) to e) should remain in force following a major organisational or managerial change, the holder of the approval shall pay a charge of such amount as may be decided by the CAA having regard to the expense thereby incurred, but not exceeding **£50,300** (£49,300) in any year or part of a year during which the investigations are carried out.
- b) Where no investigation is required, and just an administrative amendment of the particulars set out in an approval is necessary, the holder shall pay a charge of **£54** (£53).

11 ADDITIONAL CHARGE WHERE FUNCTIONS ARE PERFORMED ABROAD

An additional charge is payable where, in connection with any function for which a charge is specified in this Scheme the CAA deems it necessary for an employee of the CAA or any other person appointed to act on behalf of the CAA to travel outside of the country in which he or she is normally stationed.

The applicant or holder shall pay, in addition to the appropriate charge specified in this Scheme, a charge of such amount as may be decided by the CAA having regard to the expense thereby incurred by it.

The additional charge shall not exceed, for each employee of the CAA or each person appointed to act on behalf of the CAA, **£13,260** (£13,000) per week, or part of a week, during which each such employee or any other person appointed to act on behalf of the CAA is absent from the country in which he or she is normally stationed.

For the purpose of this section the United Kingdom, the Isle of Man and the Channel Islands shall be treated as one country.

(New section and charges)**Alternative acceptable means of compliance**

When making an application for the CAA to review an Alternative Acceptable Means of Compliance for an organisation or individual that would still allow the establishment of compliance with Regulation (EC) No. 216/2008, the applicant shall pay a charge of £480. Should the CAA review exceed three hours, the applicant shall pay additional charges of £172 per hour for the excess hours incurred.

Any additional charges shall be determined by the CAA having regard to the expense thereby incurred, but not exceeding £10,000 in any year or part of a year in which the investigations are carried out.

12 COPIES OF AND AMENDMENTS TO DOCUMENTS

When making an application specified in Table 40, the applicant shall pay in accordance with that Table:

Table 40

Ref	Description	Charge £
a)	For the issue by the CAA of a copy or replacement of a document issued under Parts 3 to 8 of the Order	46 (45)
b)	For the amendment of the personal particulars included in a licence to act as a flight crew member or an aircraft maintenance engineer or an air traffic controller, other than a change of name consequent upon marriage, divorce or a change of address	46 (45)
c)	For the issue by the CAA of a copy or replacement document for an air traffic controller licence or a flight information officer's licence issued under Articles 182 or 203 of the Order	27 (26)
d)	For a copy of a document retained by the CAA concerning flight crew, engineer and air traffic control licensing	27 (26)

Items sent to overseas destinations by courier service will be charged a fee according to the weight, size and destination of each posting.