

CAA Customer Portal Registration Guide

CAP 1902

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The latest version of this document is available in electronic format at: www.caa.co.uk

The CAA Portal can be used for...

- Applying for a new ATOL Licence
- Flight Crew e-Exams and e-Licensing
- Aircraft Maintenance e-Exams
- Private Pilot Theoretical Knowledge e-Exams
- Medical

To register for the CAA Portal you will need...

The link to the CAA Portal <https://portal.caa.co.uk/>

To register, candidates need to provide one document from each of the following groups

A Formal Photographic Identification (One of the below)

- Passport
- Driving Licence
- National Identity Card (Including Citizen Card or other Government recognised ID)
-

Proof of address OR existing CAA documentation (One of the below)

- Driving Licence
- Cheque Guarantee Card / Credit Card
- Identity Card
- Utility Bill
- Council Tax Bill
- Council Rent Book
- Mortgage Statement
- Existing CAA documentation (e.g. Medical Certificate)

Please note the same document cannot be used for both i.e. Driving Licence can only be used for photo identification or proof of address. An additional item of documentation would also be required.

Step 1: User applies for CAA Customer Portal Account

Civil Aviation Authority

web site print help

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Create Account

Please provide details below to create an account

To create an account with the Civil Aviation Authority please complete the information below. Your user name will need to be unique and you will sign in with this and your password in the future. After creating your account you will receive an email explaining how to activate it. For further details, please refer to our [Help](#) section.

Sign-In Details

User name: *

Password: *

Confirm password: *

Email: *

Confirm Email: *

YEAJJ



Enter the code exactly as you see in the image: *

☐ By creating and using an account you are agreeing to the CAA's usage [terms and conditions](#).

Create Account Cancel