

**CAA Scheme of Charges
(Personnel Licensing)**

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The Civil Aviation Authority, pursuant to Section 11 of the Civil Aviation Act 1982 and after consulting the persons who, in its opinion, are likely to be affected by the Scheme or such of those persons as it thinks fit, and after consulting with the Secretary of State, hereby makes a Scheme for determining the charges to be paid to the CAA in connection with the performance by the CAA of the following functions:

- i) certification and licensing flight crew of aircraft, aircraft maintenance engineers, air traffic controllers and flight information service officers;
- ii) approving and certifying aviation training organisations and schools and courses of training for flight crew licences and aircraft maintenance engineers licences and persons to provide such courses;
- iii) authorising and certifying persons to conduct examinations or tests and to sign certificates of test or experience or revalidation for flight crew licences;
- iv) approving and certifying flight simulators;
- v) approving and certifying schools for the training of air traffic controllers;
- vi) granting exemptions and derogations in relation to flight and cabin crew personnel licensing.

1 REVOCATION

- 1.1 The Scheme of Charges published by the CAA on 14 March 2014 determining the charges to be paid to the CAA in connection with the performance by the CAA with respect to the above functions is hereby revoked.
- 1.2 Section 16(1) of the Interpretation Act 1978 (which relates to the effect of repeals) shall apply to this Scheme as if this Scheme were an enactment and as if the Scheme of 14 March 2014 revoked by paragraph 1.1 above was an enactment thereby repealed.

NOTE: Section 17 contains a list of definitions to the abbreviations used within this Scheme.

2 CHARGES INDEX

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3 FLIGHT CREW LICENCES

3.1 Conversion of a National UK Pilot Licence to an EASA Pilot Licence

When making an application for the conversion of a National UK Pilot Licence specified in Table 1, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 1

Ref.		Licence type	Charge
a)		Conversion to an EASA Pilot Licence:	
	i)	Limited validity National UK licence:	
	aa)	Professional Pilot's Licence	£137
	bb)	Private Pilot's Licence (excluding LAPL(A) and (H))	£72
	ii)	Unlimited validity National UK Private Pilot's Licence (LAPL(A) and (H))	£64
b)		Conversion of a National Private Pilot's Licence (NPPL) to an EASA Light Aircraft Pilot Licence (LAPL)	£40

3.2 Conversion of a BGA Glider Certificate to an EASA Light Aircraft Pilot Licence (Sailplane) (LAPL(S)) or to a Sailplane Pilot Licence (SPL)

When making an application for the conversion of a British Gliding Association (BGA) Glider Certificate to a Light Aircraft Pilot Licence (Sailplane) (LAPL(S)) or to a Sailplane Pilot Licence (SPL), via the BGA, as specified in Table 2, the applicant shall pay to the CAA via the BGA, in accordance with that Table:

Table 2

Ref.		Licence type	Charge
a)		Conversion of a BGA Glider Certificate, via the BGA, to an LAPL(S) or SPL	£40
b)		Conversion of a BGA Glider Certificate, via the BGA, to an LAPL(S) or an SPL which includes an Instructor and/or Examiner certificate.	£50

3.3 Replacement of a JAR Pilot Licence with an EASA Pilot Licence

When making an application to replace a JAR Pilot Licence with an EASA Pilot Licence, the applicant shall pay to the CAA a charge as specified in Table 3:

Table 3

Ref		Licence type	Charge
a)	i)	Professional Pilot's Licence	£137
	ii)	Private Pilot's Licence	£72

3.4 National UK Pilot's Licence – issue to retain National UK ratings

Upon making a conversion / replacement application specified in Tables 1 or 3, where, in addition to the issue of an EASA Pilot Licence, the applicant requires also the issue or grant of a National UK Pilot's Licence in order to retain National UK ratings, the applicant shall pay to the CAA a supplementary charge of £35.

3.5 Initial grant of National UK or EASA Flight Crew Licences

When making an application for the initial grant of a National UK or EASA Flight Crew Licence specified in Table 4, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 4

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 (except b) below), Flight Navigator's Licence, Flight Engineer's Licence	1	£240
b)	EASA Balloon or Sailplane Licence	1	£151
c)	Private Pilot's Licence (except d) to f) below)		£183
d)	EASA Light Aircraft Pilot Licence (LAPL) (Aeroplane), (Helicopter), (Balloon) or (Sailplane)	1	£151
e)	Private Pilot's Licence (Balloons and Airships)		£183
f)	Private Pilot's Licence (Gyroplanes)		£167
g)	Flight Radiotelephony Operator's Licence	2	£72
h)	National Private Pilot's Licence (NPPL) (Aeroplane)	3	£50
i)	NPPL (Helicopter) (for an applicant who already holds an EASA Helicopter licence)		£50
j)	NPPL (Helicopter) (for an applicant who does not already hold an EASA Helicopter licence)		£151

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 issued by the UK CAA 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.

3.6 National UK Pilot's Licence – renewal to an unexpiring licence

Upon making an application to renew an expiring National UK Pilot's Licence with an unexpiring licence, the applicant shall pay to the CAA a charge as specified in Table 5:

Table 5

Ref	Licence type	Charge
a)	Professional Pilot's Licence	£137
b)	Private Pilot's Licence	£72

3.7 **Licence and identity verification in support of a pilot licence application to the FAA**

Upon making an application to the CAA for the CAA to verify to the Federal Aviation Administration (FAA) that the applicant holds a valid UK CAA issued specific pilot licence(s) and the applicant provides confirmation of identity in support of the renewal of an FAA pilot licence, the applicant shall pay to the CAA a charge of £43.

3.8 **Ratings, certificates or qualifications**

When making an application for the inclusion, variation or renewal of a rating, certificate or qualification in a flight crew licence specified in Table 6, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 6

Ref.	Licence type	Rating, certificate 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	£119	£88	£88
b)	Professional Pilot's Licence or Private Pilot's Licence	A special conditions certificate under Part-FCL 700(b), 900(b) or 1000(b)	£119	£119	£88
c)	Professional Pilot's Licence	An instructor certificate except where the applicant is the holder of a Private Pilot's Licence which includes a flight instructor certificate entitling the holder to give instruction in flying aircraft of the same types included in the application	£119	£88	£88
d)	Professional Pilot's Licence or Private Pilot's Licence	An instrument rating (aeroplanes) or instrument rating (helicopters)	£119	£88	£88
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	£38	£38	£38
f)	Professional Pilot's Licence, Private Pilot's Licence or Flight Engineer's Licence	Any other rating, qualification or instructor certificate not shown above	£88	£88	£88

An application to remove a restriction or any rating or qualification in a licence will be classed as a variation, and the applicant shall pay to the CAA the variation charge specified under the relevant rating or qualification type a) to f) in Table 6.

3.9 Licence exemptions or derogations

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 7, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 7

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	£53
b)	Derogation under Article 14 of Regulation (EC) No. 216/2008:	
	i) the first derogation to apply for a period not exceeding 2 months	£53
	ii) the first derogation to apply for a period exceeding 2 months	£148
	iii) any repeat of the derogation granted under b) i) or ii) above	£148
c)	Exemption or derogation relating to any of the functions to which this Scheme refers, other than an exemption or derogation described in a) or b) above:	
	i) Application for the initial grant	£52
	ii) Application for variation or renewal	£26

3.10 Assessments of licensing requirements

When making an application for an assessment or verification specified in Table 8, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 8

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 certificate or rating or examiner authorisation or certificate	£107
b)	Verification of licence documents for overseas validation	£43
c)	Verification of an individual's licence details and history	£43

3.11 Ground examination charges for flight crew

- 3.11.1 When making an application for a ground examination specified in Table 9 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 to the CAA a charge in accordance with that Table:

Table 9

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	£262
b)	For the theoretical knowledge examinations for the Instrument Rating or the Commercial Pilot's Licence or the Airline Transport Pilot's Licence	£68
c)	For any other ground examination	£49

- 3.11.2 If the examination is to be conducted other than at a place specified by the CAA, the applicant shall pay to the CAA in addition to the charge for that examination a charge of such amount as may be decided and invoiced by the CAA, having regard to the expense incurred by it, but the total charge shall not exceed £2,120. The invoice is payable on demand.

3.12 Administrative charges

When making an application specified in Table 10, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 10

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
b)	For the transfer or amendment of fees or when an examination has been rearranged at the request of the applicant	£27
c)	For the issue of a duplicate or replacement examination result notification or duplicate confirmation of booking	£27

3.13 Flight tests¹

3.13.1 Assessments of competence, skill tests or proficiency checks carried out by a CAA examiner or inspector

3.13.1.1 Flight tests - assessments of competence, skill tests or proficiency checks

When making an application for a flight test specified in Table 11, where the test is to be conducted by a CAA examiner or inspector who is an employee of the CAA, the applicant shall pay to the CAA a charge in accordance with that Table:

(This note is not part of the Scheme)

¹ 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 to the CAA of the appropriate charge.

Table 11

Ref.	Description	Charge
a)	For initial grant, revalidation or renewal of a Part-FCL flight instructor certificate or for additional instructor privileges or for the revalidation or renewal of an assistant flying instructor rating.	£199
b)	Prior to entry on a flying instructor or a flight instructor (restricted) course of training	£199
c)	For initial grant, revalidation or renewal of a class rating instructor certificate for multi engine aeroplanes, class rating instructor certificate for single engine aeroplanes or instrument rating instructor certificate	£199

3.13.1.2 Pilot licence / ratings and other flight tests

3.13.1.2.1 When making an application for an observation, test or check specified in Table 12, to be conducted or observed by a CAA examiner or inspector, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 12

Ref.	Description	Charge
a) i)	For carrying out of, or observing, 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	£775
ii)	In the case of an application which is for the purpose of completing a partial pass awarded to the applicant	£527
b)	For a proficiency check conducted in an aircraft or flight simulator for a class or type rating or instrument rating	£199
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	£192
d)	For a proficiency check conducted in an aircraft or flight simulator for an instrument meteorological conditions rating	£199
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	£179

3.13.1.2.2 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 to the CAA a charge in accordance with Table 13:

Table 13

Ref.	Description	Charge
a)	In addition to the charge at a), b), c), or d) of Table 12, a charge of such amount as may be decided and invoiced by the CAA, having regard to the expense incurred by it, but the total charge for each application shall not exceed £4,180. The invoice is payable on demand.	£4,180 (maximum)
b)	In addition to the charge at e) of Table 12, a charge of such amount as may be decided and invoiced by the CAA, having regard to the expense incurred by it, but the total charge for each application shall not exceed £1,060. The invoice is payable on demand.	£1,060 (maximum)

3.13.2 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 14, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 14

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	£178
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	£178

3.14 Validation of flight crew licences

- 3.14.1 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 to the CAA 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.
- 3.14.2 When making an application for initial issue of, or variation to, a certificate of validation of a flight crew licence, the applicant shall pay to the CAA a charge in accordance with Table 15:

Table 15

Ref.	Description	Per validation
a)	For the issue of a certificate of validation	£306
b)	One extension to the validation of a non-EASA licence	£153
c)	Variation of a certificate of validation	£53

3.15 Language Proficiency (LP) Level Assessment – Licence Endorsement Amendment

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

NOTE: 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 1, 2 or 3 above.

4 CERTIFICATION, AUTHORISATION AND APPROVALS OF PERSONS AND ASSOCIATED TRAINING COURSES

4.1 Certified or authorised examiners and persons approved to conduct training courses

4.1.1 Persons certified or authorised as examiners

4.1.1.1 When making an application for an assessment of competence for authorisation, certification or re-certification as an examiner as specified in Table 16, the applicant shall pay to the CAA the charge in accordance with that Table:

Table 16

Ref.	Sub-ref.	Description	Initial authorisation / certification	Re-certification	
				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)	£1,095	£1,095	£320
	ii)	Instrument rating examiner (IRE)	£1,095	£1,095	£320
	iii)	Class or type and instrument rating examiner (CRE, TRE, SFE)	£1,620	£1,620	£442
	iv)	Senior Examiner (SE) (Revalidation examiner)	£1,095	£1,095	N/A
	v)	Additional type or class where a test is not required	£146	£146	£146
b)		Aircraft Certified for Multi Pilot Operation (excluding Balloons and Airships):			
	i)	Type rating or synthetic flight examiner (TRE/ SFE)	£1,359	£1,359	£401
	ii)	Instrument rating examiner (IRE)	£1,359	£1,359	£401
	iii)	Type and instrument rating examiner (TRE/SFE)	£1,620	£1,620	£442
	iv)	Senior Examiner (SE) (Revalidation Examiner)	£1,359	£1,359	N/A
	v)	Additional type or class where a test is not required	£146	£146	£146
c)	i)	Balloons or Airships Type rating examiner (TRE)	£229	£229	£76

- 4.1.12 When making an application for an assessment for certification or authorisation as an examiner specified in Table 17, the applicant shall pay to the CAA the charge specified in that Table:

Table 17

Ref.	Sub-ref.	Description	Charge
a)		For certification or re-certification as a flight instructor examiner (FIE)	£771
b)		For authorisation or re-authorisation as a type rating examiner for the Flight Engineer's Licence (TRE(E))	£1,359
c)		For certification or re-certification as a flight examiner (FE) for the Private Pilot's Licence	£334
d)		For certification or re-certification as a flight examiner (FE) for the Professional Pilot's Licence	£1,051
e)		For certification or re-certification as a ground (GR) examiner for the Private Pilot's Licence, Light Aircraft Pilot's Licence or National Private Pilot's Licence	£236
f)		A Flight Radiotelephony (RTF) examiner for a Radiotelephony Operator's Licence:	
	i)	for certification	£317
	ii)	for re-certification	£236
g)		For an observation/assessment by the CAA for authorisation/certification or re-authorisation/re-certification as a Revalidation Examiner (RETRE(E)) or a Senior Examiner (SE(E)) for flight engineers	£1,359

4.1.13 Amendment to an examiner certificate

When an application is made to update details on an examiner certificate which is not consequent upon any other licensing action, the applicant shall pay to the CAA a charge of £45.

4.1.2 Persons authorised as instructors

When making an application for an assessment of competence by the CAA for certification or re-certification as an instructor specified in Table 18, for an assessment of competence by the CAA, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 18

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 is for single pilot helicopter operation where the observation is carried out by the CAA	£520
b)		Where the person is authorised to carry out Type Rating Instructor (TRI) / Synthetic Flight Instructor (SFI) / Synthetic Training Instructor (STI) training for single and multi pilot requirements where;	
	i)	an observation is conducted by the CAA:	
		aa) for a multi pilot aeroplane or helicopter	£1,359
		bb) for a single pilot aeroplane or helicopter	£520
	ii)	an observation is not conducted by the CAA:	
		aa) for simulated instrument flight	£334

4.1.3 Persons approved to provide courses of training or instruction

When making an application for approval or re-approval as a person approved to provide courses of training or instruction specified in Table 19, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 19

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	£334
b)	i)	For a multi crew co-operation instructor (MCCI) course; where the observation is carried out by the CAA	£334
	ii)	where the observation is carried out by a person authorised by the CAA for this purpose	£199
c)		For an instructor authorised to conduct the observation of an MCCI course under b) above	£771
d)		In the case of a one-off approval for training in simulated instrument flight	£112
e)		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	£1,359
f)		For carrying out synthetic flight instruction in 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	£334

NOTE: 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 (as above) is required in order to re-take the test or observation.

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 a certified examiner or as a person approved to conduct courses of training, the applicant shall pay to the CAA a charge of £45.

4.2 Validation of non-UK CAA certified EASA Aircrew Regulation examiners

When making an application for a non-UK CAA certified EASA Aircrew Regulation examiner to be able to examine UK licensed pilots/student pilots, the applicant shall pay to the CAA a charge of £622.

4.3 Certification of non-EU Licensed instructors to instruct on EASA flight crew training courses at venues outside of the EU

When making an application for certification to instruct on EASA training courses at venues outside of the EU, the applicant shall pay to the CAA a charge as specified in Table 20:

Table 20

Ref.	Description	Per certificate
a)	Where the CAA carries out the test	£1,359
b)	Where the CAA does not carry out the test	£119

4.4 Crew resource management

When making an application for an observation or test specified in Table 21, the applicant shall pay to the CAA a charge in accordance with that Table:

Table 21

Ref.	Sub-ref.	Description	Charge
a)		To be observed for the issue of a three-year Crew Resource Management Instructor (CRMI) authorisation:	
	i)	where the observation required for the issue, revalidation or renewal of the authorisation is carried out by a Crew Resource Management Instructor Examiner (CRMIE)	£135
	ii)	where the observation required for the issue, revalidation or renewal of the authorisation is carried out by an employee of the CAA at a time and place agreed with the CAA	£1,095
b)		To be observed by an employee of the CAA for the issue, revalidation or renewal of a three-year CRMIE authorisation	£1,359
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	£135

4.5 Pilot Licences – Approval of a person or organisation to furnish reports

When making an application for the grant of an approval for a person or organisation to furnish reports and make recommendations to the CAA for applications for the grant of a Pilot Licence, the applicant shall pay to the CAA a charge in accordance with Table 22 a).

A fixed annual charge shall be payable on demand in accordance with Table 22 b) by all persons or organisations then holding a valid approval to furnish reports to the CAA to recommend the grant of a Pilot Licence.