

KAV Centre for Assessing Fitness to Drive and
Drivers' Examinations Non-Profit LLC

**Information on theoretical knowledge
examinations administered by the Centre for
Aviation Examinations**

Third Edition

GENERAL PROVISIONS

Section 2 (4) of Act XCVII of 1995 on aviation (hereinafter the “Aviation Act”) and Section 2/A of Government Decree 141/1995 (XI. 30.) on implementing Act XCVII of 1995 on aviation (hereinafter Government Decree 141/1995), the KAV Centre for Assessing Fitness to Drive and Drivers’ Examinations (hereinafter abbreviated in Hungarian as “KAV”) is responsible for conducting theoretical examinations for the licensing of pilots, exclusive of specialist air navigation and air traffic service personnel.

This information brochure is designed to provide information on how to apply for the theoretical examinations for pilots and flight operation officers; on the ongoing theoretical examination process; and on the conditions of successfully passing the examinations.

DETAILED PROVISIONS

1. Reporting and applying for the test

1.1 Pilots

Applications for examinations can be submitted via the online administration interface (known as “eHivatal”) or by sending a TE-01 form to the Centre for Aviation Examinations (hereinafter abbreviated in Hungarian as “LVK”) (by email or regular mail) at least 2 days in advance of the advertised examination date. The eHivatal is available via the following website: <https://ehivatal.nkh.gov.hu/index.en.html> . The KAV can be accessed here: [KAV Közlekedési Alkalmassági és Vizsgaközpont Nonprofit Kft. \(vizsgakozpont.hu\)](http://KAVKözlekedésiAlkalmasságiésVizsgaközpontNonprofitKft.vizsgakozpont.hu).

Pre-registration for the eHivatal must be applied for at the training organisation (ATO, DTO), if the application is for a theoretical examination linked to mandatory training. If the application is for a theoretical examination not linked to mandatory training, pre-registration must be requested from the LVK (by e-mail: aviation@kavk.hu) or from the Aviation Authority. In the course of pre-registration, the candidate will be assigned an identification number to be used to complete the registration. During the registration process, an activation code will be texted to the phone number provided during pre-registration. The activation code is only valid for a few minutes, and once it expires, a new code must be requested. As part of registration, the personal details page of the candidate’s photo ID document must also be uploaded. The ID document can be an identity card, driving licence or passport. With candidates from non-EEA countries, a passport must be uploaded. The photo ID can be used by the eHivatal once it has been accepted by the LVK or the Aviation Authority.

Documents and certificates required for application:

- a) a recommendation from a training organisation proving completion of the required course
 - via the eHivatal;
 - by filling TO-01 and TO-02 forms (primarily in the event that the training organisation does not have eHivatal registration);
- b) a copy of the payment receipt pursuant to Decree 3/2002 (VI. 20) GKM of the Minister for Economy and Transport on fees for aviation-related official procedures (hereinafter: GKM Decree 3/2002);
- c) a copy of an existing Hungarian or foreign pilot licence in the following cases:
 - licence conversion,
 - licence validation,
 - other (e.g. possession of PPL in the case of an ATPL theoretical modular course);
- d) in the case of conversion or validation, a copy of the relevant pages of the pilot logbook.

If the application is complete, the LVK examination organiser will approve the application. If the application is incomplete or incorrect, the examination organiser will ask the candidate to submit missing information or will reject the application. eHivatal will send an automatic e-mail notification of the acceptance, completion with additional information or rejection of the application. The notification includes an explanatory section. If additional information is needed for completeness, actions must be taken as instructed in the explanatory section.

The recommendation by ATO related to professional pilot licences (ATPL(A)/(H), ATPL(H)/IR, CPL(A)/(H)) and instrument ratings must be submitted for each subject, which can be done through the eHivatal or by filling the TO-02 form.

The completion of Area 100 KSA summative assessment and mental maths tests in accordance with AMC1 FCL.025(a)(2) required for the completion of training related to professional licences must be confirmed by the ATO before the last sitting. The confirmation must be submitted at eHivatal by entering the completion date of the last subjects or by filling the appropriate section of the TO-02 form.

After the application has been approved, it is possible to reserve an examination date from the dates advertised on the eHivatal website. Only one examination date may be booked at a time, and only from those dates for which there are still places available. The deadline for registration is 48 hours before the start of the given examination. Once the application has been finalised, the eHivatal will send an automatically generated e-mail indicating the place and date of the examination, the selected subjects, the availability of the Examination Rules for theoretical examinations administered by the Centre for Aviation Examination (hereinafter the "Examination Rules"), and the language of the examination.

The candidate can modify and cancel an examination date reservation via the eHivatal system or by e-mail. If the candidate changes or cancels the examination date within 5 days prior to the start date of the examination, they must pay 50% of the examination fee for the selected examination subject(s), pursuant to GKM Decree 3/2002, before applying for a new examination date.

Candidates may be exempted from paying an additional fee (50% of the applicable fee) in the event of cancelling the examination date, if they file an excuse letter to the KAV before the start of the examination. The excuse letter can be filed by e-mail, or – in the form of an administrative request – via the eHivatal, or in person. The excuse letter may be filed after the obstacle to attend has ceased to exist, but no later than within 30 calendar days after the missed deadline (examination date). The excuse letter must include a description of circumstances that confirm the probability of the absence of the candidate's own fault, together with evidence – such as a medical certificate or a certificate of incapacity for work – in support of the contents of the request. In the absence of the foregoing, the application will be deemed late, which will exclude the possibility to exempt the candidate from paying the examination fee. This right will be forfeited upon expiry of the deadline. No application for exemption based on equitable grounds may be submitted.

The fee paid for a missed examination is non-refundable.

The timeframe available for obtaining the qualification may not be exceeded even in the event of a positive response to the excuse letter.

Only one excuse letter may be submitted within the scope of the same examination procedure.

The theoretical examinations for a given pilot licence may be taken in the following languages:

Type of licence	Hungarian	English
BPL	✓	✗
SPL	✓	✗
ULPL	✓	✗
AGPL	✓	✗
PHPL	✓	✗
LAPL(A), PPL(A)*	✓	✓
LAPL(H), PPL(H)	✓	✗
CPL(A), CPL(H)	✗	✓
ATPL(A), ATPL(H), ATPL(H)/IR	✗	✓
IR(A), IR(H), CB-IR(A), BIR	✗	✓

* For candidates with Hungarian as their mother tongue, in the language of training

1.2 Flight Operation Officers

Applications for theoretical examinations to obtain and renew flight operation officer's licences can be submitted to the LVK (e-mail: aviation@kavk.hu) on Form TE-03 at least 5 days in advance of the advertised examination date. The application form must be completed jointly with the training organisation, which will send it to the LVK. With the application form, the training organisation proves that the candidate has undergone the required training. A copy of the payment receipt (for HUF 21,000, a fee under Item No. 25) as required by GKM Decree 3/2002 must be attached to the application form.

If the application is complete, the LVK examination organiser will approve the application by e-mail, in which they will confirm the place and date of the examination. If the application is incomplete or incorrect, the examination organiser will ask the candidate to submit missing information or will reject the application. The examination organiser will send an e-mail notification of the acceptance, completion with additional information or rejection of the application. If additional information is needed for completeness, actions must be taken as instructed in the explanatory section of the notification.

The current dates of the theoretical examinations are published on the KAV's website.

The examination dates may be modified or cancelled by e-mail.

The KAV reserves the right to modify the applicant's application for a particular examination date by no later than 3 days before the start of the examination and to suggest that the applicant should select a different date.

The examinations may only be taken in Hungarian.

2. Provisions pertaining to the procedure of the ongoing theoretical examination and to the conduct of the examination

Theoretical examinations will be carried out in line with the Examination Rules issued by KAV. Theoretical examinations will be conducted by examiners authorised by KAV.

Prior to the examination, all candidates must familiarise themselves with this information and the Examination Rules. The examination may only be started after the candidate has read and accepted this information and the Examination Rules. When selecting an examination date, the Examination Rules will be automatically deemed accepted. The candidate must comply with the Examination Rules. Failure to adhere to the Examination Rules, the candidate may be subject to sanctions (for details, see the Examination Rules).

The theoretical examinations will be held at the KAV's site located at 1033 Budapest, Polgár utca 8-10, Building E, Ground Floor.

It is the candidate's responsibility to be mentally and physically fit to take the examination on the date reserved. If, in the invigilator's opinion, the candidate is not mentally and physically fit (e.g. they are visibly ill or unwell), the invigilator may refuse to allow the candidate to take the examination.

Theoretical examinations will be taken on a computer. Examination questions will be of the multiple-choice type. There is one correct answer to each question. The computer evaluates the examination immediately after the subject is completed. It will not be until after the subject has been completed that the candidate has the opportunity to view the questions to which they have given the wrong answers.

Theoretical examinations can be taken on paper in the event of system malfunction. In such cases, the examiner evaluates the tests based on the answer keys, and extra 5 minutes are available for the completion of each subject due to the administration.

The candidates may submit a complaint in writing concerning the examination questions, either on the spot immediately after the examination, or as a "remark" via the eHivatal system. When submitting a complaint, the subject concerned and the question number needs to be specified and a brief technical description of the problem has to be provided. Unless the aforesaid three conditions are met, the LVK will be reject the complaint without investigation. If the LVK staff deems the complaint justified, the examination organisers will notify the candidate by e-mail or via the eHivatal, and the result of the examination concerned will be modified.

2.1 Pilots

An examination sitting lasts from 09:00 until 15:00 hours at the latest; it is not possible to commence the examination after 09:00 am. In the case of PPL(A), LAPL(A) and ULPL, the first examination sitting lasts until 15:30, and with PPL(H) and LAPL(H) until 15:10. For AGPL, the first examination sitting lasts until 16:10.

The invigilator may decide to allow a delay of 15 minutes. If the candidate is late by over 15 minutes and has failed to notify the KAV thereof, or the invigilator has not allowed the examination to begin after 09.00 am, the candidate's examination will be deemed unsuccessful and the candidate must pay 100% of the fee for the subject(s) in question, under GKM Decree 3/2002 GKM, before they can reserve another examination date.

If the candidate fails to appear at the place of the examination on the date reserved and fails to notify the LVK thereof, their examination will be deemed unsuccessful, which will entail payment of a surcharge, pursuant to GKM Decree 3/2002.

Cancellation of a subject previously registered for examination at the place of examination will give rise to the relevant surcharge, subject to GKM Decree 3/2002. Cancelling an examination subject does not qualify as an attempt.

The LVK will provide the annexes necessary to complete the examination in printed form.

The following equipment and tools are allowed to be used during the examination:

- a) a scientific, non-programmable, non-alphanumeric calculator without specific aviation functions;
- b) flight computer;
- c) mechanical navigation slide-rule (DR calculator);
- d) protractor;
- e) compasses and dividers;
- f) ruler;
- g) Jeppesen General Student Pilot Route Manual.

It is the candidate's responsibility to be in possession of the necessary devices and aids.

Candidates are not allowed to use any dictionaries in the course of the examination.

For the following theoretical examinations, attempts must be made to pass all the remaining subjects falling within the scope of the entire examination procedure during each examination sitting:

- a) LAPL(A)/(H);
- b) PPL(A)/(H);
- c) SPL;
- d) BPL;
- e) ULPL;
- f) AGPL;
- g) PHPL;
- h) FE(AG)/(UL)/(PH).

In case of a failed subject, a surcharge under GKM Decree 3/2002 must be paid and the payment receipt uploaded to the eHivatal before signing up for the next examination date. Registration for the next examination is possible after acceptance of payment.

For details concerning the number of questions and the time available for the different pilot examinations, see the tables below:

FCL and operational procedures examination *			
Examination level	Subject	Duration	Question number
PPL	FCL knowledge	0:25	15
	Operational procedures	0:40	24
CPL	FCL knowledge	0:30	20
	Operational procedures	0:45	30
ATPL	FCL knowledge	0:40	25
	Operational procedures	1:15	45

*Only for the conversion of expired ICAO licences issued by the Hungarian aviation authority and for the validation of licences issued by third countries.

Basic Instrument Rating (BIR)			
Examination	Subject	Duration	Question number
BIR Module 1	BIR M01	1:20	40
BIR Module 2	BIR M02	1:30	41
BIR Module 3	BIR M03	1:30	44

Theoretical Examination Subjects - National Question Bank														
Subject	PPL(A), LAPL(A)		PPL(H), LAPL(H)		SPL		BPL		ULPL		AGPL		PHPL	
	Duratio n	Questio n	Duratio n	Questio n	Duratio n	Questio n	Duratio n	Questio n	Duratio n	Questio n	Duratio n	Questio n	Duratio n	Questio n
Air Law	0:40	24	0:40	24	0:40	24	0:40	24	0:40	24	0:40	24	0:40	24
Aircraft General Knowledge	1:20	38	0:40	20	0:20	12	0:30	17	1:20	38	1:20	38		
Flight Performance and Planning	0:40	17	0:40	20	0:20	12	0:40	18	0:40	17	0:40	17		
Human Performance	0:40	22	0:40	22	0:40	22	0:40	22	0:40	22	0:40	22	0:40	22
Meteorology	1:00	27	1:00	27	1:00	27	1:00	27	1:00	27	1:00	27	1:00	27
Navigation	0:40	16	0:40	20	0:40	20	0:30	12	0:40	16	0:40	16		
Operational Procedures	0:30	20	0:40	20	0:20	12	0:30	15	0:30	20	0:30	20		
Principles of Flight	0:30	20	0:40	20	0:20	12	0:20	12	0:30	20	0:30	20		
Communication	0:30	18	0:30	18	0:30	18	0:25	15	0:30	18	0:30	18	0:30	18
Powered Hang-Glider Specific Knowledge*													1:00	50
Autogyro											0:40	30		
Total	6:30	202	6:10	191	4:50	159	5:15	162	6:30	202	7:10	232	3:50	141

* Including Aircraft General Knowledge, Flight Performance and Planning, Navigation, Operational Procedures, and Principles of Flight

Theoretical Examination Subjects – ECQB

Subject	ATPL(A)		CPL(A)		ATPL(H)/IR		ATPL(H)		CPL(H)		IR(A)(H)		CB-IR(A)	
	Durati on	Questi on	Durati on	Questi on	Durati on	Questi on	Durati on	Questi on	Durati on	Questi on	Durati on	Questi on	Durati on	Questi on
010 Air Law	1:00	44	0:45	33	1:00	44	0:45	33	0:45	33	0:45	30	0:30	18
021 Aircraft General Knowledge – Airframe/Systems/Power Plant	2:00	80	1:30	60	2:00	80	2:00	80	1:30	60				
022 Aircraft General Knowledge – Instrumentation	1:30	60	1:00	40	1:30	60	1:30	60	1:00	40	0:30	20	0:20	12
031 Flight Performance and Planning - Mass and Balance	1:15	25	1:00	21	1:15	25	1:15	25	1:00	21				
032 Flight Performance and Planning - Performance (Aeroplanes)	2:00	45	1:15	28										
033 Flight Performance and Planning - Flight Planning and Monitoring	2:00	42	1:30	33	2:00	42	1:30	33	1:30	33	1:15	27	1:00	22
034 Flight Performance and Planning - Performance (Helicopters)					1:15	35	1:15	35	0:45	20				
040 Human Performance	1:30	48	1:00	35	1:30	48	1:30	48	1:00	35	1:00	35	0:30	16
050 Meteorology	2:00	84	1:30	63	2:00	84	2:00	84	1:30	63	1:30	63	0:50	35
061 General Navigation	2:15	55	2:00	45	2:15	55	2:15	55	2:00	45				
062 Radio Navigation	1:30	66	0:30	22	1:30	66	1:00	44	0:30	22	1:00	44	0:40	24
070 Operational Procedures	1:15	42	1:00	30	1:15	40	1:00	32	0:45	32				
081 Principles of Flight (Aeroplanes)	1:30	46	1:15	37										
082 Principles of Flight (Helicopters)					1:15	42	1:15	42	1:15	42				
090 Communications	1:00	34	1:00	34	1:00	34	1:00	34	1:00	34	1:00	34	1:00	34

2.1 Flight operation officers

The theoretical examination sitting starts at the time confirmed by the examination organiser by e-mail. The invigilator may decide to allow a delay of 15 minutes. If the candidate is late by over 15 minutes and has failed to notify the KAV thereof, the candidate's examination will be deemed unsuccessful.

If the candidate fails to appear at the place of the examination on the date reserved and fails to notify the LVK thereof, their examination will be deemed unsuccessful.

Attempts must be made to pass all the remaining subjects falling within the scope of the entire examination procedure during each examination sitting.

Failed examination attempts will not entail the payment of any surcharge.

Calculators may be used during the examination. The LVK will provide paper for calculations.

The language of the examination is Hungarian.

For details concerning the number of questions and the time available for the different examinations, see the tables below:

Theoretical examination subjects		Duration	Question number
General subjects <i>For all flight operation officer examinations</i>	General Airport and Technical Studies	0:15	12
	Trade Studies	0:15	12
	Air Law Studies	0:15	12
	Aviation Meteorology Studies	0:15	12
	Airport Studies and Emergency Procedures	0:15	12
	Passenger Traffic Studies	0:15	12
Specialist subjects <i>Specific subjects for flight operation officer's specialist service licence</i>	Airport Supervisor Officer Studies	0:38	30
	Navigation Officer Studies	0:38	30
	Marshallman Studies	0:38	30
	Senior Operation Control Officer Studies	0:38	30
	Load Control Calculation I	0:38	30
	Load Control Calculation II	0:15	5

3. Conditions and validity period for the successful completion of the examination

3.1 Pilots

Conditions for passing the examination are laid down in Paragraph FCL.025(b) of Annex I to Regulation (EU) No 1178/2011 (hereinafter Part-FCL), Paragraph BFCL.135(c) of Annex III to Regulation (EU) No 2018/395 (hereinafter Part-BFCL) and paragraph SFCL.135(c) of Annex III to Regulation (EU) No 2018/1976 (hereinafter Part-SFCL):

- a) At least 75% of the available scores, with no rounding up, must be obtained in the given examination subject;
- b) All required written theoretical examinations must be passed within 18 months from the end of the calendar month in which the first examination attempt was made;
- c) With ATPL, CPL, IR and BIR examinations, one subject must be passed on no more than 4 attempts and all required theoretical examinations must be passed on 6 sittings;
- d) With LAPL, PPL, BPL and SPL, as well as ULPL, AGPL and PHPL, the theoretical examination must be passed on no more than 4 attempts;
- e) Theoretical examinations required for conversion and validation must be passed on no more than 4 attempts.

In the case of a theoretical examination linked to mandatory training, the recommendation of the training organisation (ATO, DTO) will be valid for 12 months, and the theoretical examinations must be commenced within this time period. If the 12 months has expired and the candidate has not attempted at least one theoretical examination within said time period, the training organisation must determine whether further training is required based on the candidate's needs. After the validity of the recommendation expires, the theoretical examinations may only start after a new recommendation has been submitted.

The LVK issues a certificate of successful completion of the theoretical examinations within three business days. The certificate will be valid for the issuance of a licence (based on Paragraphs Part-FCL FCL.025 (c), Part-BFCL BFCL.135 (d), and Part-SFCL SFCL.135 (d)) as follows:

Calculated from the date of the last successfully completed subject:

- a) For 24 months for the issuance of LAPL, PPL, SPL and BPL;
- b) For 36 months for issuance of CPL and IR;
- c) Indefinitely for the issuance of BIR;
- d) For 24 months for the issuance of ULPL, AGPL and PHPL.

With ATPL, for 7 years calculated from the following validity dates:

- a) From the expiry date of the last IR entered in the licence; or
- b) For helicopters, from the expiry date of a helicopter type rating last entered in the licence.

According to the agreement on the Technical Implementing Procedures – Licensing (TIP-L) between EASA and FAA (Federal Aviation Administration of the United States of America) in case of conversion of a valid IR(A) issued by FAA the following rules apply to the required theoretical knowledge examinations:

- a) if an FAA IR(A) licence holder does not have a minimum experience of at least 50 hours of flight time under Instrument Flight Rules (IFR) as PIC on aeroplanes, he/she will demonstrate the level of theoretical knowledge by written examination under the responsibility of KAV;
- b) written examinations are based on the ECQB;
- c) success rate is 75 %;
- d) the applicant has successfully completed the required theoretical knowledge examination when he/she has passed the examination within the 24-calendar-month period preceding the month of licence application;
- e) the examination includes subjects 010 Air Law, 033 Flight Performance and Planning – Flight Planning and Monitoring and 090 Communications;
- f) examinations must be completed not later than the 4th attempt. If the applicant has failed to do it, he/she must take appropriate theoretical knowledge training at an ATO;
- g) apart from the above, the requirements of Part-ARA ARA.FCL.300 shall apply to the examinations.

The LVK will deliver the certificate as requested by the candidate (i.e. either in person, or by registered mail).

3.2 Flight operation officers

To pass the flight operation officer's theoretical examinations, at least 75% of the available points must be received in all subjects required to obtain or renew the relevant flight operation officer's licence (pursuant to Section 117 of NFM Decree 53/2016). Unless the correct answers in any subject reach the 75% threshold, the subject examination will be deemed failed and the candidate must re-sit the examination. In case of a failed examination, two re-sits will be allowed. If all three attempts in any subject are unsuccessful, the entire theoretical examination will be deemed failed and the candidate must apply for an examination anew.

The LVK will issue a certificate of successful completion of the examination and deliver the same as requested by the candidate (i.e. either in person, or by registered mail).

4. Flight examiners

Pursuant to Section 2 (4) of the Aviation Act, the Assessment Centre conducts theoretical examinations subject to Section 123 (1) of Decree 53/2016 NFM of the Minister for National Development. These theoretical examinations are required for obtaining flight examiner certificates in the following categories:

- a) Ultralight Aeroplane Flight Examiner Certificate (FE(UL));
- b) Autogyro Flight Examiner Certificate (FE(AG));
- c) Powered Hang Glider Flight Examiner Certificate (FE(PH)).

Applications for examinations can be submitted to the LVK (by mail or by e-mail (aviation@kavk.hu)) on Application Form TE-04. A payment receipt as per GKM Decree 3/2002 and a copy of the certificate of completion of a Flight Examiner Standardisation Course issued by the Aviation Authority must be attached to the application form.

If the application is complete, the LVK examination organiser will approve the application. If the application is incomplete or incorrect, the examination organiser will ask the applicant to submit missing information or will reject the application.

Examination dates can be reserved via e-mail correspondence with the examination organiser. The theoretical examination will start at the time confirmed by e-mail by the examination organiser.

The subjects to be covered in the exam, the number of questions for each subject and the time allowed for the test are set out in the table below:

Flight Examiner's theoretical examination			
Type of examination	Subject	Duration	Question number
FE(UL)	Flight Examiner General Studies	1:30	40
	Flight Examiner Specific Studies	0:32	16
FE(AG)	Flight Examiner General Studies	1:30	40
	Flight Examiner Specific Studies	0:32	16
FE(PH)	Flight Examiner General Studies	1:30	40
	Flight Examiner Specific Studies	0:32	16

The language of the examination is Hungarian.

The notes provided by the Aviation Authority, including the presentations of the Flight Examiner Standardisation Course, relevant legislation and the Flight Examiner's Handbook, may be used during Flight Examiner General Studies, but not during the Flight Examiner Specific Studies. It will be the examinee's responsibility to be in possession of any notes that may be used.

Flight examiner theoretical examinations will be carried out in line with the Examination Rules issued by KAV. Prior to the examination, all candidates must familiarise themselves with this information and the Examination Rules. The examination may only be started after the examinee has read and accepted this information and the Examination Rules.

The theoretical examination is a computer-based test. The questions will be of the multiple-choice type. At least 75% of the available points must be received to pass the subject examination. If a subject examination is deemed failed, a re-sit is allowed on one occasion. If the re-sit is also unsuccessful, the theoretical examination procedure will be closed and an application for a new theoretical examination must be submitted in the same way as described above. The examinations must be completed by the date on which the validity of the certificate of completion of the Flight Examiner Standardisation Course issued by the Aviation Authority expires (1 year from the date of the course).

Examinees will receive a certificate as proof of successful completion, which will be delivered by the LVK as requested by the examinee (i.e. in person or by registered mail).