

Rules for the conduct of examinations

Registration for exam

1. The candidate must personally meet at a traffic service office that offers “drop-in exam”. [Offices and opening hours are available here.](#)
2. If the candidate fails to pass the exam a new registration has to be made before another examination attempt.

Fees

1. The candidate must prepay the exam fee to get access.
2. The candidate may pay cash or by debit card. Credit card is not accepted.
3. Rates for fees are published in the regulations for fees and charges (BSL A 1-2) available on the Civil Aviation Authority – Norway (CAA-N) website.

Cancellation of exam

If the candidate chooses not to complete the examination after the fee is paid it will nevertheless be regarded as an examination attempt. Refund of the exam fee will not be accepted.

Contents and questions

Each exam includes 40 multiple choice questions. Each question has four alternative answers where only one of the options will be correct. The order of the questions and question options will vary. You must correctly answer at least 75% (/ 30 questions) within a time limit of 80 minutes. The questions are available in both Norwegian and English.

Before the exam

1. The candidate must show valid ID. If a candidate cannot provide a valid ID, the candidate will be dismissed from the exam. [Information on accepted ID's is available here.](#)
2. The invigilator has the authority to assign seats to candidates. The candidate may only leave the computer and his or her seat if permitted by the invigilator.
3. The candidate may start the exam as soon he or she is assigned a computer.
4. Bags, backpacks, outerwear and similar items must be stored outside the examination room.
5. Mobile phones have to be turned off and stored as directed by the invigilator. The candidate must not bring mobile phones and similar electronic devices into the examination room. Disregard of this prohibition will be regarded as an attempt to cheat.

During the exam

1. The candidate is not allowed to contact other persons other than an invigilator during the exam. Cheating or attempts of cheating will result in exclusion from the exam. Any questions must be directed to the invigilator.
2. The candidate will get access to the exam questions when entering D-number or social security number into the system.
3. The candidate will have 80 minutes available to complete the exam. After that the candidate will be denied access to the questions. The remaining questions will be counted wrong but you can still pass the exam if 75% of the questions were answered correctly.

Dismissal

1. Candidates that cannot present valid ID will be dismissed.
2. Candidates that are caught cheating will be dismissed and unable to re-take the exam for at least 12 months.

Cheating

1. Any attempt to cheat or cheating will be reported to CAA-Norway.
2. It is not allowed to have access to recording devices, such as mobile phone, camera, camera pen, camera glasses, communication equipment or similar equipment during the exam. Such equipment must be left outside or handed in to the invigilator before the exam. This list is not complementary. Any use of such equipment will be considered as attempt to cheat. Invigilator is not responsible for the safety of any items.
3. If a candidate is caught cheating or attempting to cheat during the exam the person will be dismissed. The candidate will then be denied access to retake the exam for at least 12 months.

Results

Results of the exam will be available to the candidate as soon as the answers are submitted.

Right to review the examination answers

1. A candidate has the right to review his/her answers.
2. Applications for access examination answer must be in written form and must be sent to the CAA-Norway.
3. The candidate or his/her authorized person may use relevant course materials during the review. However, it is not allowed to use computers, cameras, mobile phones or other devices with the ability communicate electronically or take pictures.
4. If the review is to be carried out by someone other than the candidate, the candidate must submit an authorization. It must be stated in the authorization which exam it applies to, the date of the exam and it must be signed by the candidate.

Right to appeal

1. Candidates who complete the examination by CAA-Norway can appeal the decision as soon as the result of the exam is available.
2. A complaint must be in written form and sent to the CAA-Norway.

Allowed aids

None