



Flight Safety Notification

General

Flight Safety Notifications (FSNs) are not mandatory in nature, but provide means such as guidance, methods, procedures and practices acceptable to the Authority for complying with regulations and other requirements in a systematic manner. These are not necessarily the only means of compliance. FSNs may also contain explanations of regulations, other guidance material, best practices or information useful to the aviation community. Unless incorporated into a regulation by reference, FSNs are not regulatory and do not create or change a regulatory requirement. A change of a regulatory requirement may come in the form of a Directive. A Flight Safety Notification is not a Directive.

Computer Based Examinations

Introduction

The Jamaica Civil Aviation Authority (JCAA), through its Personnel Licensing Office, continue to ensure and maintain the integrity of the examinations administered therein. This Flight Safety Notification (FSN) therefore serves as information and guidance, on the JCAA's examination standard and procedures for all computer-based examinations.

References

The Civil Aviation Regulations (CARs), in force, Schedule 8A and Schedule 20.

Applicability

This FSN is applicable to ALL Airmen and Aviation Security Instructors applying for an authorization by way of conversion, renewal, or direct issue.

Effectivity

This Flight Safety Notification is effective immediately.

Background

Many airmen and security instructor authorizations require the sitting of and passing written exams. Prior to the introduction of computer-based testing these examinations were administered in a paper-based format.

The Jamaica Civil Aviation Authority has leveraged its software services to now conduct these examinations via a computer-based testing format. These computer-based tests have the same question structure and pass marks as the original paper-based examinations.

The modernization of the aviation examination structure allows for the ease of administering these exams as well as provide the exam candidate with significantly reduced times to receive the results.



Action

All persons wishing to sit an exam will now do so utilizing JCAA computer-based testing format. Such persons are required to book their examination date and pay the applicable fees at least 2 days prior to the sitting of the exam. Once an examination date has been confirmed, the candidate will be required to provide an email address; this email address will be used to register the candidate for the examination.

The registration will be completed by the JCAA and an email from no-reply@jcaa.aero will be sent to the candidate, assigning a username and a temporary password. Upon receiving the email, the candidate will be required to change the temporary password to a password of their choice. The candidate will use their username and new password to login in order to begin the exam.

All examination sittings will continue to be done at the Head Office of the Jamaica Civil Aviation Authority. For further details please contact the Personnel Licencing section of the JCAA.

Approved by: _____



Date: 01/June/2021

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