



REPUBLIC OF CYPRUS  
MINISTRY OF TRANSPORT COMMUNICATIONS  
AND WORKS



DEPARTMENT OF CIVIL AVIATION  
NICOSIA 1429

## GUIDELINES TO CANDIDATES FOR THE EASA PART-FCL THEORETICAL EXAMINATION

1. The examination will be held at the DCA Training Centre.  
  
Address of premises:  
**12 Lohagou Kapota str, Kokkinotrimithia, 2260, Nicosia**
2. Candidates to be present at the examination center 30 minutes before the scheduled time of the examination commencement.  
Candidates who fail to be on time will not be able to attend the examination.  
For more information for the theoretical examination please refer to the Aeronautical Information Circular No. **AIC C004/17**.
3. At the entrance of the Training Centre there will be inspection of identification by the Security guard. Candidates to present I.D. or passport.
4. Each candidate will have his/her temperature taken before entering the building. A two meters' distance between each candidate will be always kept throughout the presence at the examination Centre.
5. In every classroom a 2 meter's distance to be held between each candidate. The maximum number of candidates is 10-15 in each classroom. The maximum number of persons in a classroom depends on the size of the classroom and duration of examination.
6. It is the responsibility of each candidate and invigilator to wear the protective mask during the examination.
7. The attendee will be sitting at all time during the examination.
8. Strict compliance with social distances measures and protections against spreading COVID-19 virus.
9. There will be available antiseptic gel for the hands.
10. There will be plenty of fresh air and ventilation in the classrooms.
11. The examination team and invigilator/observer will be the same during the examination.
12. At every examination there will be a sitting arrangement for each candidate.