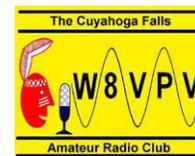


Cuyahoga Falls Amateur Radio Club – Laurel VE Team Rules



Exam Day

Exam sessions are conducted by volunteers working under the direction of the FCC. There will not be a fee because we are using the Laurel VEC and they never charge a fee. The FCC does not charge a fee to issue and print an initial license or for standard changes to a license.

What to Bring:

1. A legal photo ID (driver's license, passport)
2. If no photo ID is available, two forms of identification:
 - a. non-photo ID/driver's license (some states still have them)
 - b. birth certificate (must have the appropriate seal)
 - c. social security card
 - d. library card
 - e. utility bill, bank statement or other business correspondence that specifically names the person; or a postmarked envelope addressed to the person at his or her current mailing address as it appears on the Form 605.
3. Students/minors may bring any of the above items and/or a school ID, minor's work permit, report card, or a legal guardian may present a photo ID.
4. Social Security Number (SSN) or your FCC issued Federal Registration Number (FRN); VEC's are required by the FCC to submit either your SSN or your FRN number with your license application form. If you prefer not to give your SSN at the exam session, then you may register your SSN with the FCC before exam day. Once you have a FCC issued FRN, you may no longer use your SSN on the application. For instructions on how to register your SSN with the FCC and receive a FRN, visit the [FCC's FAQ page](#) and the [FCC's registration instructions page](#). Please note that some exam teams will only accept a valid FRN on your application. Check with your local exam team before exam day.

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5. If applicable, bring either a photocopy of your current Amateur Radio license or a reference copy printed out from the FCC website, ARRL website or QRZ website, the license information printed from or the original(s) and photocopy(s) of any Certificates of Successful Completion of Examination (CSCE) you may hold from previous exam sessions. If your license has already been issued by FCC, the CSCE showing license credit is not needed. The photocopy(s) Instructions on how to will not be returned. web page. obtain an official FCC license copy are on our Obtain License Copy
6. Two number two pencils with erasers and a fine tip black/blue ink ballpoint pen.
7. A calculator with the memory erased and formulas cleared is allowed. You may not bring any written notes or calculations into the exam session. Slide rules and logarithmic tables are acceptable, as long s. Cell phone must be silenced or turned off during as they're free of notes and formula he exam session and the phones' calculator function may not be used. In addition, iPhones, iPads, Androids, all similar electronic devices with a calculator capability, may smartphones, Blackberry devices and NOT be used.

What Will the Exam Session Be Like?

The sessions will vary somewhat due to the teams and the facilities where the test is conducted. However, the session will generally be be conducted as follows:

1. Registration - You will be asked to complete one or two forms; show your photo ID; inspect the original version of your current, unexpired license and other applicable documentation; and provide copies of your current, unexpired license and other applicable documentation.
2. Pre-exam instructions - You will probably be given some pre-exam instructions regarding the use of calculators, procedures for asking questions, rules for taking the exam, bathroom breaks during the exam, etc.
3. The exam - The Technician and General exams each contain 35 multiple choice questions. You must correctly answer 26 questions to pass (74.2%). The Amateur Extra exam contains 50 multiple choice questions of which you must correctly answer 37 (74%) to pass.
4. Grading - Once you've completed your exam, it will be graded and you will be informed of the result. If you passed you will receive a Certificate of Successful Completion of Exam (CSCE) indicating which element(s) you've passed and, if

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appropriate, which license class you've earned. If you didn't pass the exam, the VEs may, at their discretion, allow you to take a second exam.

Note: The VE team will strive to score your test, inform you of the results, and process your paperwork as quickly as possible. The size of the test session and the number of VEs on-hand will be factors in how quickly this gets done. Please be patient.

Oops, I didn't pass!

If you missed passing by 1 to 3 questions (technician and general 23 to 25 correct or amateur extra (34 to 36 correct) you may retake an alternate form of the appropriate exam. If you missed passing by 4 or more question you may not retake the appropriate exam at this session.