

Computer Number FAQ

FAQ No. 1. What is the Computer Number?

Computer Number is a *Unique Identification Number, allotted* to a candidate which is used for identifying his journey through DGCA online examination and result history. *A candidate is authorised to have only one computer number for a particular category in Flight Crew. The guidelines related to Flight crew Computer Number are available on Flight Crew User Manual on pariksha.dgca.gov.in.*

FAQ No. 2. How many Computer number can a Candidate have?

A Candidate is authorised to have only one computer number.

FAQ No. 3. What is the validity of computer number?

Computer number validity has life time validity.

FAQ No. 4. What is the minimum qualification required to register as a Flight Crew Candidate?

The applicant except PPL category must have passed 10+2 examination with Physics and Mathematics from a recognized board or university or its equivalent, for details refer user manual available on pariksha.dgca.gov.in.

FAQ No. 5. Is it mandatory to have passport for Indian candidates?

No, Passport is not mandatory for Indian citizen.

FAQ No. 6. Passport is mandatory for whom?

All Foreign candidates require valid Passport before applying for Computer Number, address in passport will be used as permanent address of candidate.

FAQ No. 7. Is the Indian mobile number is mandatory for foreign candidates before registration in pariksha.dgca.gov.in?

Yes, Indian mobile number is mandatory for foreign candidates before registration in pariksha.dgca.gov.in

FAQ No. 8. Is the passport is mandatory for Nepal & Bhutan Candidates?

Yes, Nepal & Bhutan Candidates should have a valid passport.

FAQ No. 9. What is the minimum & maximum age to register as a Flight Crew Candidate?

Minimum age is 16 years and there is no maximum age limit to register as a Flight Crew Candidate.

FAQ No. 10. What is the name of portal to register for Flight Crew?

The name of portal to register for Flight Crew is pariksha.dgca.gov.in.

FAQ No. 11. Who are called NEW Candidates?

Candidate not having any Flight Crew computer number till date from CEO.

FAQ No. 12. Who are called OLD Candidates?

All candidates, who have been allotted computer number prior to launch of this portal are old candidates.

FAQ No. 13. Where are the requirements related to Flight Crew Licence Examinations available?

Requirements related to Flight Crew Licence examination are in respective CAR Section 7, Series B-part I, G-Part II, M, Section 2, L-Part XV and available on www.dgca.nic.in website.

FAQ No. 14. Is computer number issued by DGCA is applicable on all category of Flight Crew Examination?

Yes, there will be only one computer number for all flight crew examination of DGCA.

FAQ No. 15. Is the same computer can be used for FATA, FDEG etc.?

Yes, but candidate has to update his profile Qualification/Licence details online accordingly.

FAQ No. 16. Is it required to send Hard Copy of Computer Number/Update Profile Applications?

NO

FAQ No. 17. Is it required to send Hard Copy of Registration Form to CEO for OLD Candidates?

NO

FAQ No. 18. How to track the Computer Number Applications of NEW Candidates?

Computer Number Applications of NEW Candidates (having Temp. Id.) may be track through Candidate Login using credentials in pariksha.dgca.gov.in

FAQ No. 19. Who requires equivalency certificate from Association of Indian Universities?

Those Applicants who have acquired the Basic Qualification (10th, 10+2 or equivalent) from other than Council of Boards of Secondary Education, State/Central Govt. Education Board i.e. any International School / Board / University situated in India or abroad.

FAQ No. 20. Where AIU is situated?

Association of Indian Universities (AIU) House, 16, Kotla Marg, New Delhi 110022

FAQ No. 21. Do Diploma holder require 10+2 Equivalent certificate?

Yes, Diploma holders must have 10+2 Equivalent certificate from respective Directorate of Technical Education of state govt. / Institutions/ University situated in India or abroad recognised by Indian Boards/ Institutions.

FAQ No. 22. Who requires Security clearance?

All Foreign National candidates have to undergo Security clearance process while applying for Allotment of Computer Number, for this She/ He has to fill up Security clearance Form (Annexure A) along with computer number application form.

FAQ No. 23. What is Board Verification Certificates (BVC)?

Board Verification Certificate is a certificate provided by respective boards to certify the authenticity of Mark sheet of 10th /10+2/10+2 equivalent/Diploma.

FAQ No. 24. For which education qualification Board Verification Certificates is required?

It is required for the All Indian & foreign candidate's education Mark sheet of 10th /10+2//Diploma/10+2 equivalent

FAQ No. 25. Is the Board Verification Certificates mandatory for all NEW candidates before registration in pariksha.dgca.gov.in?

Yes, it is mandatory for all new candidates.

FAQ No. 26. To whom the Board Verification Certificates is not mandatory before registration in pariksha.dgca.gov.in?

OLD candidates do not require Board Verification Certificates.

FAQ No. 27. In which case Original BVC is required to send to CEO, DGCA?

In case, BVC is addressed to the CEO/"To Whomsoever It May Concerns", the application will be processed based on the availability of the original BVC in CEO on the date submission of application. CEO shall not be responsible for any delay in receipt of BVC from the concerned board/candidate. No Coloured Photocopies of BVC will be acceptable.

FAQ No. 28. In which case the BVC is required to be sent by email to CEO, DGCA?

Those Applicants who have acquired the Basic Qualification (10th, 10+2 or equivalent) from other than Council of Boards of Secondary Education, State/Central Govt. Education Board i.e. any International School / Board / University situated in India or abroad are required to send BVC by email to ceo.dgca@nic.in, help.pariksha.dgca@gov.in from Official email id of respective Board.

FAQ No. 29. What is the specification required to upload photo of candidates?

The Size of the colour photograph has to be 45mm height X 35mm width taken on a white background without borders. The face on the photograph should be approximately 70% of the Photograph. The photograph should be of MATT finish. The size of the scanned colour photo image should not be more than 70kb (not more than 3 months old). Please refer the FC User Manual para 2.5.1.

FAQ No. 30. What is the specification required to upload signature of candidates?

The size of the scanned signature image is 20mm height X 45mm width on a white background without border. The size of the scanned Signature image should not be more than 20kb. Please refer the FC User Manual para 2.5.2.

FAQ No. 31. Can I upload photo & signature in pdf Format?

No, the photograph and Signature must be in JPEG/JPG Format only.

FAQ No. 32. Can I upload documents in Jpeg Format?

No, all documents must be in pdf Format only.

FAQ No. 33. What is the maximum size of documents can be uploaded in online portal?

For size of document, refer the document size table in Flight Crew User Manual available on [pariksha](http://pariksha.dgca.gov.in) website.

FAQ No. 34. If I forget any document to upload, can I upload it later on after Final Submission of the form?

No, after Final Submission, it is not possible.

FAQ No. 35. After submitting the Registration Form, link on the registered email address can be activated up to how long?

After submitting of the Registration Form, candidate will receive link on the registered email address. Link valid till 24 hours only.

FAQ No. 36. If Link is not activated within 24 hours, then how the candidate will proceed further?

Candidate needs to re-register again.

FAQ No. 37. If name of School Board/Institute is not available in drop down, then how to complete the Computer Number Allotment Applications?

If name of the school board/ institute is not available in dropdown list, candidates are advised to select OTHERS and proceed for Registration.

FAQ No. 38. After final submission of computer number application, will the candidate get the Computer number automatically generated by online system?

No, Computer Number will be allotted only after scrutiny and approval of online submitted application. Successful candidates will be intimated with allotted Computer Number to the registered e-mail Id.

FAQ No. 39. If Computer Number Application is rejected, then how will I come to know the reason of rejection?

After rejection, the candidate will receive the email at her/his registered email id with the reason of rejection.

FAQ No. 40. What is PARTIAL rejection of Computer Number Allotment application?

While scrutinising the application, if one or more fields (excluding basic details such as Name, Father's Name, Mother's Name, Date of Birth, Gender, Aadhaar Number, Year of Passing, Total Marks, and Educational Qualifications) are found to be mismatched with the supporting documents uploaded/attached, the application shall be partially rejected and send back to the candidate to correct the deficiencies.

In such cases, the candidate is required to correct the deficiencies and revert the same application to DGCA. The revised application must be submitted under the same Temporary ID.

Note: An application can be partially rejected by the CEO a maximum of three times. In case candidate is not able to correct the deficiencies after three chances, the application shall be rejected COMPLETELY.

FAQ No. 41. After PARTIAL rejection of Computer Number Application, what is the procedure to apply again?

After **PARTIAL rejection** of Computer Number Application, candidate need to login through Candidate Login using their credentials i.e. her/his email id register with us and correct all deficiencies listed in email.

FAQ No. 42. What is COMPLETE rejection of Computer Number Allotment application?

If it is observed that the candidate has incorrectly filled the basic details in online application such as **Name, Father's Name, Mother's Name, Date of Birth, Gender, Aadhaar Number, Year of Passing, Total Marks, or Educational Qualifications**, which do not match the respective supporting documents, the application will be rejected completely.

In such cases, the candidate must **apply again as a FRESH applicant** with all necessary corrections. The new application should be submitted using the **same email ID and mobile number**, upon which a **new Temporary ID** will be generated.

Note:

1. While applying online, candidates must ensure that all data entries strictly **match the details in the corresponding supporting documents** to avoid rejection.
2. The candidate must ensure that the Name(s) entered in the application form are exactly as mentioned in either the Class X Marksheet or the Passport, whichever is issued later. Any mismatch in the Name(s) including title, surname, spelling variations, or middle name will result in the complete rejection of the application.
3. Candidates are advised to carefully verify all credentials before final submission of the online application to avoid rejection.

FAQ No. 43. If Computer Number Applications is approved, then how would I come to know the allotted computer number?

After approval of the Computer Number Application, candidate would receive the email at her/his registered email id with the allotted Computer Number.

FAQ No. 44. After Allotment of computer number, what will be the candidate login Id?

After Allotment of computer number, candidate login Id will be her/his allotted computer number including prefix P-.

FAQ 45 What is considered a legible document during the application process?

A legible document is one that is clear, readable, and not blurred, cropped, or distorted. All text (including names, dates, marks, certificate numbers, stamps, and signatures) must be visible and understandable without ambiguity. If a document is **not legible**, it may lead to **rejection** of your application.

FAQ 46 What happens if my DOB entered in the form does not match with the supporting document?

If your DOB does not exactly match with the supporting document (even by a day or in format dd/mm/yyyy), your application will be rejected.

FAQ 47 Can I use my Aadhaar card or birth certificate as the primary proof of DOB?

No. For examination purposes, only Class X Marksheet/Certificate /Birth Certificate are considered valid for Date of Birth.

FAQ 48 Are both the Pass Certificate and Marksheet mandatory for Class X and XII?

Yes, both documents are mandatory. If your education board does not issue a separate Pass Certificate, your marksheet must clearly mention "Marksheet CUM Certificate." In such cases, the marksheet will suffice.

FAQ 49 What are the guidelines for entering the Permanent Address in the application form?

The permanent address must be **complete and accurate**, matching exactly with the **supporting document** listed in FC User Manual para 2.5.5. Any **discrepancy** between the entered address and uploaded document may lead to **rejection** of the application.

Update Profile FAQ

FAQ 50. When can a NEW candidate update his profile?

NEW candidate can update his profile only after allotment of computer number and wants to appear for different category of exam.

FAQ No. 51. If the saved data of OLD candidate found mismatch during registration, then should I continue the registration & submit the form?

Yes, registration shall be completed with save data only, after that candidate can modify the mismatch data with the help of profile Management link by login credentials.

FAQ No. 52. Which profile data can be updated by candidates?

Candidate can update the mobile number, email id and correspondence address using profile management link, which do not required approval from CEO, DGCA.

FAQ No. 53. Which profile data is required approval from CEO, DGCA?

ALL the data other than mobile number, email id and correspondence address are required prior approval from CEO, DGCA.

FAQ No. 54. What is the procedure for request to update the profile, which need CEO, DGCA approval?

Please refer to Chapter 6 of FC User Manual.

Examination FAQ

FAQ No. 55. Which examinations are conducted under Flight Crew?

FATA, FDEG, FE, FN, SFE & Pilot.

FAQ No. 56. What is fee for Flight Crew Online Examination of DGCA?

Fee for Flight Crew Licence online examination is Rs. 2500/- per paper for regular exam and Rs. 5000 for Online On Demand Examination.

FAQ No.57. My fees deducted from my account through 'Bharatkosh' but NOT received any response from CEO.

As per provision in the software, ALL examination applications submitted SUCCESSFULLY are received in CEO for scrutiny. After scrutiny all candidates will receive Roll Number. In case of successful transactions but exam form not submitted successfully, the candidates may apply for 'Refund of Fees' as per procedure mentioned in FC User Manual Chapter 9- Refund of application fee.

FAQ No. 58. Which office conducts examination of Flight Crew Licence?

The Central Examination Organization (CEO) O/o DGCA, located at East Block III, Level III, R.K. Puram, New Delhi 110066 is responsible for conducting Flight Crew Licence Examinations.

FAQ No. 59. How to check the details of previous pass papers for OLD candidates?

Examination History of registered candidate can be checked through Candidate Login using her/his credentials on pariksha.dgca.gov.in.

General FAQ

FAQ No. 60. Where I can see the rules related to Flight Crew?

The rules related to Flight Crew License examinations are in Aircraft rule 1937 available in www.dgca.nic.in website.

FAQ No. 61. DGCA conduct Flight Crew Licence examination according to which rule?

DGCA conducts of Flight Crew Licence Examination under Rule of 41A of Aircraft Rules 1937.

FAQ No. 62. What is Aircraft Rule 47A?

Aircraft Rule 47A defines Minimum educational qualification for holding a license- No person shall be granted a license unless he possesses the educational qualification laid down in Schedule II: Provided that candidates already enrolled for training on or before the coming into force of these rules with flying club or institution shall be exempted from application of this rule.

FAQ No. 63. How to raise any query to CEO?

Candidate can raise any query through 'Help Desk' tab.

FAQ No. 64. How to change the password?

To change password, login using her/his credentials and select change password tab.

FAQ No. 65. What can I do if I forgot my password?

Go on the login page and select forgot password tab, use your email id register with pariksha.dgca.gov.in to retrieve the password.

FAQ No. 66. Can I share my mobile number and email Id with others for registration?

No, it is not possible to use same mobile number and email id for more than one candidate.

FAQ No. 67. How to reach to help desk?

The help desk can be contacted by e-mail to help.pariksha.dgca@gov.in and by phone to **011-26106091** from **0930-1800** Hrs on **working days** only.