

The **Piedmont Amateur Radio Club - Volunteer Examiner team** conducts examinations for new and upgrade, (Ham Radio) Amateur Radio License, following our monthly club meeting. Meetings begin at 9AM on the 2<sup>nd</sup> Saturday each month. Location 234 North Wesley Chapel Road, Eatonton. Exam session follows the meeting, which is usually about 10:00 or 10:30. Please let us know at least one day before so we can be prepared. We also conduct exam session at other times by appointment. For more info contact VE Team Leader Debbie Rivers K4PNK [debbierivers24@gmail.com](mailto:debbierivers24@gmail.com)  
We will provide calculators for anyone who needs them to work mathematical problems.

### **You must have the following items with you when you come to take the exam.**

- 1: You will need an **FRN (FCC Registration Number)**, This is an account number that identifies who you are to the FCC. There is no fee for getting this number. Go to this site <https://apps.fcc.gov/cores/userLogin.do> and start with Register User Name. Or, for instructions on how to get an **FRN**, go to youtube.com search for “FRN Registration for New Radio Operators”. You must get this number before you can take the exam. **Be sure to keep your user name, password and FRN. Do not loose it. You will need it later and in the future.** If you are upgrading your amateur license, You already have an **FRN** it's printed on your license.
- 2: You will need to enter your email address and your telephone number on an application. No exceptions, application cannot be processed without this information.
- 3: We will need to see a government issued photo ID, Such as drivers license. Address on application form must be same as address on ID.
- 4: The Fee to take the exam is \$14.00 Please have exact amount because we will not have money to make change. If you fail and wish to take the exam again, there will be another \$14.00 fee. If you pass an exam and wish to take the next higher examination during the same session, there is no additional fee.
- 5: If you already have an amateur license and are upgrading to a higher license, we will need a photo copy of your current license, which we will keep. It must be the **OFFICIAL COPY** and must be signed. It cannot be the Reference Copy. (*Official Copy or Reference Copy is printed in large letters diagonally across the page*) If you don't have a printed Official Copy of you license, Go to this site <https://wireless2.fcc.gov/UlsEntry/licManager/login.jsp> Log in, click on click on green line to download official authorization, then print it out.
- 6: You need to bring a pen to fill out forms in ink. You will need a pencil with an eraser to fill out the answer sheet and use the eraser in case you need to make changes.

For the Technician and General class amateur license, there are about 400 multiple choice questions in each question pool. On the examination you will be given 35 questions, 10 wrong answers and you fail. For the Extra class license, there are about 800 multiple choice questions in the pool. You will be given 50 questions on the exam, 14 wrong answers and you fail. There is no time limit when taking the exam, it usually takes less then 30 minutes.

There are numerous publications and internet sources that provide training aids to help anyone pass the exam and obtain a ham license. Here is a free one that is really good. [www.HamExam.org](http://www.HamExam.org)  
It presents the material in 3 different ways. 1 Question pool, 2 Flash cards, 3 Practice Exams.  
Suggestion – Work with question pool first, set it to display only “Highlight correct answers”. Then as you read each question, the correct answer will be highlighted. Then work with flash cards, This gives you one question at a time and missed questions will be repeated. When you get good with Flash Cards, start taking Practice Exams. You are given 35 questions (50 for Extra) and you get a score at the end. When you consistently score better than about 85 you should be able to pass the exam.

73's and good luck. Piedmont Amateur Radio Club VE team

After you pass your exam, you will have to pay the FCC \$35 for your license which is good for 10 years. Fee for vanity call sign and renewal License is \$35. There is no fee for change of address or upgrades. It is important to have a good email address because when the FCC receives an application for a new license, they will send an email telling how to pay the \$35 fee. They do accept online credit card payments.