

Delaware Valley Radio Association (DVRA) Social Distancing Procedures

Amateur Radio License Testing, January 9, 2021.

Location: Continental Tavern – Upstairs Parlor, 2 North Main St., Yardley, PA 19067

Time: Testing begins at 10 AM, please arrive a 10-15 minutes before then to check-in.



Following current/expected state and local guidelines to protect the health and safety of both the test participants and volunteer license examiners (VEs), the following procedures will be in place for this testing:

Test takers must **sign-up prior to the testing**; walk-ins will not be permitted for this test session. The test session is limited to 15 test takers on a first come, first served basis (NOTE: The total number of test takers may be reduced based on current federal, state, and local requirements). To sign up for testing, send an email to Martin Crabtree, W3PR at [w3pr@arrl.net](mailto:w3pr@arrl.net). Should you need any special accommodations during the testing, please mention this in the email. You will receive a confirming email that you are indeed signed up for testing.

Testing will be at the held in the Upstairs Parlor of the Continental Tavern in Yardley, PA. Test takers and VEs will be seated at least 6 feet apart. **Test takers and VEs must wear masks that cover both the mouth and nose, you will not be permitted to take the test without wearing a mask.**

**Test takers, please bring the following:**

- \$15.00 cash, **exact change** or check made out to ARRL-VEC to cover the license testing fee.
- A government issued photo identification – drivers license, passport, etc.
- A copy of your current FCC amateur license (if you hold an amateur radio license)
- A completed application [form NCVEC 605\\*](#) (this link takes you to a version of the form that you can fill in and print out). Remember to sign the form in black/blue ink.
- A copy of the [test answer sheet](#). Print out this sheet and fill in your personal information (you will fill in the element and booklet numbers at the testing). NOTE: Bring more than one answer sheet if you may be taking more than one test (i.e. Technician & General level tests).
- **Pencils and erasers** to fill in your test answers. Bring more than one pencil in case one or more of your pencils break. Pencils *will not* be available from the VE team.
- A **black or blue colored pen** (to sign paperwork). Pens *will not* be available from the VE team.
- A calculator (optional) Note: Cell phone calculators may not be used during the testing. A limited number of calculators will be available for use during the testing.

\* **First time amateur license test takers:** You must obtain a Federal Registration Number (FRN) from the FCC *prior to testing*. **You will not be able to take a license test without an FRN.** Registering for an FRN is done online at the [FCC's Commission Registration System \(CORES\)](#) website. The process usually takes just a few minutes. You will need to provide your FRN on both your license application form and your test answer sheet. Remember to have your FRN with you on the day of testing.

**These procedures may be revised prior to the actual testing date.**

