

## Become an Air Traffic Controller - Frequently Asked Questions

<p><b>Costs, training</b> Do I have to pay for the training?</p>	No, the training is funded by skyguide.
<p><b>Salary, training</b> What will the course cost me?</p>	<p>The university of applied sciences degree course in air traffic control is free of charge for students.</p> <p>During the first year of the course, you will receive a gross salary of CHF 2000 per month.</p> <p>During the second year, the monthly gross salary is CHF 2400. You will receive 13 monthly payments each year.</p>
<p><b>Duration, training</b> How long does the training take?</p>	<p>The training takes approximately 30 months.</p> <p>It is divided into three training steps:</p> <ul style="list-style-type: none"> <li>• Basic Training (6 months)</li> <li>• Rating Training (6 months)</li> <li>• Unit Endorsement (8 – 18 months, depending on the unit)</li> </ul>
<p><b>Location, accommodation</b> Where does the course take place?</p>	<p>The first year takes place in Dübendorf (accommodation is available at a cost of CHF 850 per month, which you have to pay yourself). The second year takes place at your future workplace (location of your unit).</p>
<p><b>Full-time or part-time</b> Is the degree course in air traffic control available on a part-time basis?</p>	<p>The degree in air traffic control is a full-time course. You cannot take the course and work part-time in parallel.</p>
<p><b>Age</b> Can I apply if I am already 30 years old?</p>	<p>You can still take part in the selection process at skyguide if you are 30, provided that you haven't reached your 31st birthday by the time the course starts.</p>
<p><b>Sphair</b> I have completed the Sphair course. Will the selection process be simpler?</p>	<p>If you have successfully completed the Sphair course, you must go through all the stages of the selection process at skyguide.</p>
<p><b>Sight, eyes</b> Can I take the degree course in air traffic control if I have had laser eye surgery?</p>	<p>Laser eye surgery does not exclude you from the selection process. However, you must submit the details of your visual acuity before surgery together with your application. You must also take an eye test with a medical examiner recommended by the Federal Office of Civil Aviation at your own expense. Your visual range must be a maximum of +6 or -6 diopters. If the test shows that you meet the requirements for the job, you will be invited to take the aptitude tests in the same way as any other candidate.</p>

<p><b>Medicines</b></p> <p>I am on regular medication. Am I still eligible for the degree course in air traffic control?</p>	<p>You must include details of the medicines and the doses with your application. Some medicines and some illnesses can lead to applicants being excluded.</p>
<p><b>English level</b></p> <p>What level of English do I need for this course?</p>	<p>You should have a B2 level in English because the teaching and parts of the selection process are in English (only the first test is available in German, French or English). You do not have to submit a certificate, but an English test is part of the selection process.</p>
<p><b>Languages</b></p> <p>Which languages are required?</p>	<p>German or French or Italian on level C1. English on level B2.</p>
<p><b>Time of application</b></p> <p>Can I apply before I finish school or my apprenticeship?</p>	<p>You can apply shortly before you finish, but you need to include an interim certificate or a confirmation of your educational level with your application. As soon as you have your final certificate, you must submit it to us. If you do not successfully complete your school education or your apprenticeship, you will not be able to join our degree course.</p>
<p><b>Application criteria for air traffic control</b></p> <p>I have already applied to DFS, the German air navigation services provider. Can I still apply to skyguide?</p>	<p>You can still apply to skyguide as we do not have the same aptitude tests as DFS. However, we will ask you where you stand in their selection process or at which stage you stopped.</p>
<p><b>Delete profile</b></p> <p>Can you delete all my data?</p>	<p>You can delete your data by logging in to our online recruitment portal. You will find the option for deleting your profile in the top right corner of the window.</p>
<p><b>Online application</b></p> <p>Is there an alternative to applying online?</p>	<p>No, we can only accept applications from our online portal.</p>
<p><b>Changing documents</b></p> <p>After I have successfully applied for the degree course, can I submit additional documents or change existing ones?</p>	<p>You cannot change your documents after you have completed the online application process. However, if you want to submit an additional document, you can send it to <a href="mailto:work@skyguide.ch">work@skyguide.ch</a> with an explanation and we will then add it to your profile.</p>
<p><b>Military service, civilian service</b></p> <p>Can I do my compulsory military service during the training?</p>	<p>No, you need to complete the basic military training or the civilian service before you begin the training. It is not possible to do your military or civilian service during the training. Skyguide will help you to postpone your period of service.</p>
<p><b>Selection process</b></p> <p>How long does the selection process last?</p>	<p>The selection process is made up of different parts that take place on different dates. If your application is complete and you meet all employment criteria, you will receive an invitation for the first aptitude test within 48 hours (these tests are held on around 40 occasions each year). The entire aptitude process lasts for about 60 working days.</p>
<p><b>Repeating the selection process</b></p> <p>Is it possible to retake an aptitude test?</p>	<p>You can retake the first aptitude test after 5 years and the second test after 2 years. The maximum age limit of 30 at the start of the degree course still applies.</p>

<p><b>Selection process</b> Can I repeat the assessment if I was ill on the test date?</p>	<p>Inform us if you are ill; we will then give you a new date for the aptitude test. By taking the test you take responsibility for your state of health and the test result cannot be revoked retrospectively due to your state of health on the day of the test. The test will be fully assessed.</p>
<p><b>Financial support</b> Does skyguide offer students financial support if they need it?</p>	<p>Skyguide offers loans to students, which they have to pay back in instalments at the end of the course or when they leave the course.</p>
<p><b>Start of the course</b> How many courses start each year and when?</p>	<p>Courses always start in August for all the vacant training positions. The number of places depends on the demand from the units.</p>
<p><b>Qualifications required</b> Do I need to complete a specific apprenticeship or baccalaureate?</p>	<p>It does not matter which apprenticeship (federal VET diploma) or baccalaureate you have completed.</p>
<p><b>Career opportunities</b> What are the possible career development opportunities afterwards?</p>	<p>You can go on to be an instructor, a simulation pilot, a project manager or a head of department, for example. You can also work on special projects.</p>
<p><b>Future workplace</b> Where will I finally be working and when do I get to know this?</p>	<p>The future trainees' sign a training contract that indicates at which location they will be working.</p>
<p><b>Questions</b> Who can I contact if I still have specific questions?</p>	<p>work@skyguide.ch +41 43 931 60 84 (German, English, French, Italian)</p>

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