

Frequently Asked Questions

2025 - Engineering Designee Recurrent Training Program Frequently Asked Questions

Recurrent Training

Q: Where are the recurrent training requirements defined?

Engineering Designee Recurrent Training Requirements are located in FAA Order 8000.95, FAA Order 8100.8D, FAA Order 8100.15B and [Policy Memorandum AIR600-19-6F0-PM01 Dated May 3, 2019](#). All recurrent training is an annual requirement.

Recurrent Training Overview

Q: What should I know about the Recurrent Training Program?

- All recurrent training will be online and required annually.
- Registration for annual recurrent training will be based on a single flat fee.
- Material of General Applicability to DERs and ODA Unit Members will be contained in the annual Engineering Designee Recurrent Overview Course.
- Registration and annual payment must be completed no later than March 31st.
- Late fees may be applied for anyone who has not registered within the time required.
- All recurrent training must be completed no later than September 30th of each year.
- Anyone who has not completed training by September 30th will be placed in suspended status until such time as they have completed their recurrent training.
- All online recurrent training will be deactivated on November 15th of each year in order to prepare the program for the following year.

Q: What courses do I need to complete?

All Engineering Designees (DERs and ODA Engineering Unit Members) must complete the annual Engineering Designee Recurrent General Overview. Upon completion of the overview course Engineering Designees must complete 1 technical elective course for each discipline authorized.

Q: What happened to the in-person General Sessions?

The DER General Session has been eliminated as a separate requirement. Information previously offered in the General Session will now be included in the Recurrent General Training Overview course, which is required prior to completion of elective courses.

Q: Can I change my mind about what elective I want to take after I have registered?

Yes, but not very easily. It is important that you choose the electives you wish to take for training credit carefully. Unfortunately, you will not be able to change your choices without intervention from the FAA's Training Development Section, AIR-942. All courses will be available to you once you complete your required recurrent training, in the event you would like to complete additional courses.

Q: Can I choose more than one elective when I register for my discipline specific training course?

Yes, but it is important to understand that **all** electives chosen during registration for your discipline specific training **must** be completed to receive credit for your annual training. We suggest that when you register for your discipline specific training Since you will have access to the entire recurrent course library once you complete your recurrent training, you can register for additional courses separately.

Frequently Asked Questions

Benefits

Q: What Benefits Does the Engineering Designee Training Program Offer Designees?

With very few exceptions, both initial and recurrent training courses are available in a self-paced online format. You will be able to satisfy your training requirements on your schedule. Courses will remain in the engineering designee training library until the FAA determines that a particular course is no longer applicable or is in need of significant updates. Additionally, courses are updated on a regular basis to ensure that they remain accurate and applicable. As new courses are developed, they will be added to the training library in real time. After paying for and completing the General Training Overview course you will be able to select your required courses for your specific discipline for completion online. Additionally, you will also have access to all engineering designee recurrent training courses regardless of your discipline.

Fees

Q: What is the recurrent training tuition cost for 2025?

Annual recurrent training will now be based on a single flat fee. When you register for the General Training Overview course, you will pay your annual training fee. This flat fee will give you access to all recurrent training courses in our library. We will evaluate the fee on an annual basis and the flat fee may be adjusted each year to ensure program solvency. For 2025, the annual training tuition will be \$75

Q: Why do the fees change between some years?

The Engineering Designee Training Program is completely funded by the course tuition. All program fees are based on the actual cost of developing and delivering designee training. The tuition costs reflect actual and projected costs to maintain the Engineering Designee Training Program. At the beginning of each calendar year The FAA Designee Training Organization will evaluate and make any necessary adjustments to the annual fee in order to ensure that the training program remains solvent.

Q: Do I have to pay multiple times if I have multiple authorizations?

A: No. Once you have paid your annual fee, you will be able to register and complete training for all your disciplines.

Q: When Will I Pay My Annual Fee?

You must register and pay your annual training fee no later than March 31st of each year. You must pay your fee before you will be able to access your required training.

Frequently Asked Questions

Multi-Factor Authentication (MFA) for DRS

Q: What is MFA?

Multi-Factor Authentication is a more secure way to verify user identity when compared to the previous username-password combination.

Q: How is MFA being implemented?

Students will need to register for a MyAccess External User account to log into the Designee Registration System (DRS). Students will not be able to enroll, pay for, or complete courses without a MyAccess External User account.

Q: Where do I find information about how to register for a MyAccess External User Account for DRS?

The FAA has posted a job aid with instructions to set up your MyAccess External User account. The job aid may be found at: <https://myaccessreg.faa.gov/registrationhelp>

Q: How can I ensure that I will still be able to access completion certificates in DRS for courses I have completed in the past?

VERY IMPORTANT: In order to ensure your previous training records are still accessible when you log into DRS using MFA you must use the email associated with your DRS account. If you no longer have access to that email account (or don't remember), you should set up your MyAccess account using your current email. In that event, once you can successfully log into DRS with the new account, you will need to contact the Engineering Designee Training Helpdesk at: 9-amc-edr-training@faa.gov. We will then manually merge your new MyAccess External User account with your previous DRS account.

Q: How do I check to see if my course history is still available in DRS once I have successfully logged into my DRS account using MFA?

Once you have successfully logged into your DRS account using MyAccess MFA verify that your learning history is accurate by selecting "Your Enrollments" under the "Student" tab. On this page you should see any applicable Current or Past enrollments including links to access Completion Certificates. If none of your current or past enrollments are listed, we will need to merge your new MFA DRS account with your old DRS account. In that case, please contact the Engineering Designee Help Desk Immediately at: 9-AMC-Aircraft-Certification-Designees@faa.gov

Q: What if I am already a DMS user?

If you are already a DMS user, you already have a MyAccess External User account. Please use your DMS MFA login information to log into DRS at: <https://av-info.faa.gov/DsgReg/login.aspx>. Once you have logged into DRS select "Your Enrollments" under the "Student" tab. If you do not see your current or past enrollments (if applicable) please notify the Engineering Designee Training Help Desk immediately at: 9-AMC-Aircraft-Certification-Designees@faa.gov

Q: Is there anything else I need to know about MFA and MyAccess External accounts?

VERY IMPORTANT: DO NOT change your MFA email once your accounts have been set up. Doing so will cause the loss of all current and past enrollments and will disable your ability to access DRS or Blackboard.

Q: Where do I go to register for a MyAccess External User account for DRS?

Students can register for a MyAccess Account for DRS by going to the following link: <https://myaccessreg.faa.gov/register?target=DRSREG>

Frequently Asked Questions

Registration and Courses Offered

Q: How will I know when new training is available?

Within DRS you will be able to elect to be notified when new training in your discipline is available. Additionally, we will be sending out mass emails when new courses are added to the library.

Q: How will I register for training?

You will log into your account in DRS and register and pay for the Recurrent General Training Overview course. Once you have completed that course you will then be able to select the training appropriate to your discipline and choose the elective courses you want to take. If there are any required courses for your discipline in that calendar year, those will already be assigned.

Q: What courses are going to be offered?

A course catalog is available on the [Engineering Designee Training Program](#) website. All available courses as well as course descriptions are included in the course catalog. Additional courses will be added throughout the year.

Q: Will I have access to courses in other disciplines?

Yes, once you have registered and completed your recurrent training, you will have access to the entire library of technical training courses for all disciplines for that calendar year.

Requirements for training currency

Q: Can I change my mind about what electives I want to take after I have registered?

Yes, but not very easily. It is important that you choose the electives you wish to take for training credit carefully. Unfortunately, you will not be able to change your choices without intervention from the FAA's Training Development Section, AIR-942. All courses will be available to you once you complete your required recurrent training, in the event you would like to complete additional courses.

Q: Can I choose more than the minimum number of electives?

Yes, but it is important to understand that **all** electives chosen during registration for your discipline specific training **must** be completed in order to receive credit for your annual training. We suggest that you just choose the required number of electives initially. Since you will have access to the entire recurrent course library once you complete your recurrent training, you can register for additional courses separately.