



Football Agent Exam Rules

January 2026



DEFINITIONS

For the purpose of these Rules, the terms set out in the FIFA Football Agent Regulations and related FIFA circulars as well as the following definitions (initial capitals) shall apply:

Allowed Items: strictly personal items that are permitted to be used during the Exam Session in order to assist a Candidate with their Exam attempt; this excludes their Devices, stable internet connectivity and personal identification document

Application Window: a limited period established by FIFA during which individuals with registered accounts on the Platform can submit their licence applications with the intent to sit the Exam and become Candidates

Candidate: any natural person that registers on the Platform and applies to take the Exam

Devices: a laptop or desktop with a functional camera and microphone, used by a Candidate to take the Exam, and a secondary device, which is a smartphone that has camera and microphone functionalities, to be used for registration by the Candidate and invigilation

Exam: the FIFA Football Agent Exam delivered as a web (online) test that forms part of the licensing procedure to become a Football Agent in accordance with the FIFA Football Agent Regulations and the related FIFA circulars

Exam Details: logistical and administrative information entered or communicated by FIFA, indicating the time of an Exam Session, particulars pertaining to the Exam Fee and other relevant details

Exam Fee: a fee paid to cover the costs of organising and holding the Exam

Exam Session: a specified period of time designated and managed by the Invigilators on the Exam day, which includes the 60-minute

period to sit the Exam

Exam Technical Requirements: the software, hardware and connection specifications that are compatible with the Exam licensing process, which can vary from stage to stage

Exam Window: the days on which the Exam Session is held, as designated by the FIFA general secretariat

Invigilator: a person who oversees an Exam during the Exam Session

Platform: the digital platform operated by FIFA through which the licensing process, dispute resolution process, continuing professional development and reporting shall occur

Pre-Exam Readiness Check: a mandatory practice attempt of the Exam to be completed by Candidates on the Platform, simulating the Exam experience and used to check that Devices are compatible with, and meet the requirements of, the Platform and for Candidates to acquaint themselves with the Exam modality

Prohibited Items: any items that, at the Invigilator's discretion, may raise a reasonable suspicion that they may aid a Candidate during the Exam, including, but not limited to, any applications or communication systems downloaded to the Devices, any communication/mobile devices apart from the Devices, including mobile phones (excluding those needed to monitor or invigilate the Exam), wearables and smart devices, wired or wireless earphones or headphones, or other electronic, mobile, technical or computing equipment capable of accessing the mobile network, internet, email and/or recording and/or storing any form of data

Rules: these FIFA Football Agent Exam Rules, as amended from time to time

Schedule: the time slot selected by the Candidate which includes the Exam Session

Study Materials: various FIFA regulations and other materials made available on the Platform and www.FIFA.com and to be used by Candidates to prepare for the Exam and to consult, in digital format only, during the Exam Session

Unofficial Translator Tool: an online language tool that Candidates may, at their own risk, use to gain a better understanding of the Exam

NB: Terms referring to natural persons are applicable to both genders. Any term in the singular applies to the plural and vice versa.

TITLE I. GENERAL RULES

1 Objectives

1.

The objectives of these Rules are to:

- a) establish the rules for the Exam;
- b) provide transparent information about the Exam procedure;
- c) promote honest conduct by Candidates;
- d) ensure the regularity and fairness of the Exam; and
- e) enforce compliance with the applicable requirements and establish the framework for deciding relevant matters.

2.

These Rules have been prepared by the FIFA general secretariat, can be amended from time to time and are published on the Platform and www.FIFA.com.

TITLE II. PRE-EXAM PROCEDURE

2 General provisions

1.

Any Candidate who submits a complete licence application via the Platform during the Application Window is bound by these Rules.

2.

The relevant deadlines for the Application Window shall be in the Zurich, Switzerland, time zone. The time zones of the Candidate for the Application Window are not relevant and will not be taken into account.

3.

Candidates can request a change of Schedule, as determined on the Platform.

4.

The Exam application process is strictly personal. FIFA may, at its discretion, correspond with a Candidate's authorised representative, having regard to the stage of the process and the nature of the matter under discussion.

3

Participation in Exams

1.

Participation in Exams is restricted to Candidates who satisfy all the applicable requirements prescribed in these Rules and/or any other requirements as communicated by FIFA. No persons other than the Candidate may be present in the room during the Exam Session, apart from the Candidate.

2.

All Candidates shall pay the Exam Fee as established on the Platform, and refunds will be allowed only if Candidates request to withdraw their licence application via the Platform before the deadline specified on the Platform. If the licence application is rejected, no Exam Fee will be refunded, even if the rejection falls within the deadline specified on the Platform.

3.

Before starting the Exam Session, each Candidate shall have successfully completed the mandatory Pre-Exam Readiness Check and have the following:

- a) An original document of a valid government-issued form of personal identification with a photo, used during the licence application process on the Platform
- b) Platform-compatible Devices

- c) Stable internet connectivity

4.

The Invigilator will establish the identity of each Candidate, as well as whether they are in possession of compatible Devices and meet all the relevant requirements to sit the Exam.

5.

If a Candidate does not satisfy the pre-Exam requirements or any other requirements prescribed in these Rules or communicated by FIFA that are to be checked before the start of the Exam Session, the Invigilator will be able to disqualify that Candidate from sitting the Exam and instruct them to leave the Platform. Any such decision will be final without the right to any appeal.

4

Devices – requirements

1.

The Devices used by a Candidate to take the Exam shall be based on an operating system that is compatible with the requirements of the Platform and the Exam.

2.

The Platform will make available a Pre-Exam Readiness Check to allow Candidates to test the compatibility of their Devices and internet connectivity with the requirements of the Platform and the Exam.

3.

Candidates shall successfully complete the Pre-Exam Readiness Check within the period established by FIFA. If a Candidate fails to meet this requirement, they will be denied admission to the Exam.

4.

Candidates shall complete the Pre-Exam Readiness Check using the same Devices, internet connection and physical location that they will use during the Exam Session, with the aim of ensuring technical compatibility and a smooth Exam experience.

Candidates will be solely responsible for the consequences of any changes to the above.

5.

FIFA is not responsible for technical difficulties during the Exam due to issues with the Devices, including, but not limited to, those attributable to software updates made between the date of the Pre-Exam Readiness Check and the Exam, internet connection failures or hardware malfunctions.

6.

Each Candidate shall ensure that their Devices and internet connectivity are compatible with the technical requirements of the Platform and the Exam and that their Devices are connected to a reliable power supply or have enough battery power to last throughout the Exam Session.

7.

A Candidate whose Devices are not compatible with the Platform and/or Exam requirements or that malfunction during the Exam Session will be disqualified from the Exam by the Invigilator. Any such decision will be final without the right to any appeal.

5

Stable internet connectivity

1.

Candidates are responsible for ensuring that they have a stable, uninterrupted internet connection with enough bandwidth during the Exam Session.

2.

If internet access fails during the Exam, the Candidate will be prevented from taking the Exam on this attempt and their licence

application will be rejected.

6 **Exam room**

1.

The Exam shall be sat in a room that complies with all the requirements established in these Rules and the Information on the Licensing Process and the FIFA Football Agent Exam document. Candidates shall be able to make the necessary adjustments required by the Invigilator in order to comply with such requirements.

2.

In the event of a failure to comply with such requirements, the Invigilator will disqualify the Candidate concerned from sitting the Exam and instruct them to leave the Platform.

3.

Candidates are responsible for complying with the Exam room requirements and setting up in a timely manner. Time spent on making any adjustments or reorganising the Exam room during the Exam Session will count as part of the allotted Exam Session time. Invigilators may prevent Candidates from starting or continuing with the Exam Session if the Exam room requirements are not met, and this will result in their licence application being rejected.

7 **Use of items during the Exam Session**

1.

Candidates may bring and use any of the following Allowed Items during the Exam Session after consulting the Invigilators during the pre-Exam requirements verification (exhaustive list):

- a) A pair of prescription glasses (if needed)
- b) A non-alcoholic beverage container

- c) The Study Materials (accessed only electronically on the approved Devices)
- d) A blank sheet of paper and a pen. This will be checked by the Invigilator, and candidates will be ordered to destroy any notes after the Exam Session
- e) Any medical or disability aids (e.g. hearing aids) with an appropriate medical prescription or similar, previously disclosed to and approved to be used by FIFA in accordance with these Rules

2.

Candidates are not allowed to bring or use any Prohibited Items during the Exam Session. These include the following (non-exhaustive list):

- a) Any communication devices such as mobile phones (except when used for the authentication process to access the Platform or to monitor/invigilate the Exam), tablets, smart devices (including watches), wearables or radios
- b) Media players, earphones, headphones or foam earplugs
- c) Any other items or software that could potentially be misused or raise a reasonable suspicion that they could be misused during the Exam Session
- d) Any kind of food
- e) Cigarettes or other smoking devices (including vapes) – all forms of smoking are prohibited

3.

The Invigilators will have the discretionary decision as to whether or not an item is allowed during the Exam Session. Any such decision will be final without the right to any appeal.

TITLE III. EXAM PROCEDURE

8

General provisions

1.

All Candidates are required to act in accordance with the guidelines provided by the Invigilators during the Exam Session and throughout the Exam Window.

2.

No temporary breaks, including toilet breaks, will be allowed and any unauthorised departure from the Exam during the Exam Session will constitute a withdrawal from the Exam.

3.

The Exam may be sat in English, French, German or Spanish, for all Candidates, and the same database of questions will be used regardless of the location where the Candidate is sitting the Exam. Each Candidate will receive a unique set of automatically generated questions from the FIFA database. The Exam Session will last 60 minutes and the pass mark is 75%.

4.

Candidates who do not show up at the Exam Session within the stipulated timeline communicated by FIFA will have their licence application rejected.

5.

Interruptions, visits, incoming calls and/or messages during the Exam Session are prohibited. Invigilators are entitled to prevent Candidates who do not observe this rule from starting or continuing with the Exam Session, and this will result in their licence application being rejected.

6.

Other than the accommodations described in Rule 10 paragraph 2 b), no additional time will be granted and no Exam will be restarted under any circumstances. Candidates are solely responsible for using their Exam Session time appropriately.

9

Rules of conduct

1.

All Candidates shall act honestly and in accordance with the generally accepted principles of academic, professional and personal integrity and these Rules throughout the Exam Window.

2.

The following conduct is not allowed at any stage of the Exam Session, and Candidates will be subject to suspension from the Exam Session and prevented from sitting the Exam in the next available Exam Window if they are identified as:

- a) using Prohibited Items or any electronic and communication hardware other than their Devices;
- b) communicating or attempting to communicate with anyone (except the Invigilators) during the Exam Session, including after submitting their Exam;
- c) copying or attempting to copy Exam answers from anyone during the Exam Session;
- d) obtaining or attempting to obtain Exam answers from anyone during the Exam Session, irrespective of whether that person is inside or outside the Exam Session;
- e) being involved in any arrangement whereby one party undertakes the Exam on another party's behalf by impersonating them or otherwise violating these Rules;
- f) leaving the Exam Session for any reason before being instructed to do so by an Invigilator;
- g) recording the Exam and/or the Exam Session on their Devices or in any other form, including taking screenshots, pictures, video or audio recordings;

- h) copying the Exam questions or answers and/or sharing them by any means with any third parties;
- i) using software, websites or materials other than the Platform, the Safe Exam Browser, the Study Materials and the Unofficial Translator Tool during the Exam Session; or
- j) acting in a disrespectful manner and/or using foul language towards the Invigilators and/or the FIFA administration.

3.

All Candidates are allowed to use the Unofficial Translator Tool during the Exam Session at their own risk.

10

Medical disability accommodations

1.

Candidates may request reasonable Exam Session accommodations on the basis of their medical disability.

2.

The burden of proof remains on Candidates, who shall apply to FIFA for such accommodations in accordance with the following:

- a) Substantiated written requests shall be submitted by Candidates to FIFA (at regulatory@fifa.org) in the manner communicated by FIFA.
- b) Exam Session accommodations may include, but are not limited to, the following:
 - i. extra time during the Exam Session to complete the Exam, as decided and indicated by FIFA;
 - ii. the use of special medical equipment and/or specialised medical assistance to be provided to a Candidate at their own expense; and

- iii. the use of text-to-speech software.
- c) The FIFA general secretariat shall issue a final decision on all such requests on a case-by-case basis.

3.

Under no circumstances may any Candidate be excused from the obligation to pass the Exam under the applicable Exam Rules.

11 **Invigilators**

1.

The Exam Session will be monitored by Invigilators. The Invigilators are responsible for ensuring that these Rules are strictly and objectively followed.

2.

Any evidence of a violation of these Rules, in particular of the rules of conduct or of any other rules established by FIFA, which occurs during the Exam Session, should be noted in detail by the Invigilators. Invigilators who are aware, or who become aware, that a Candidate has failed to follow these Rules or any other relevant rules established by FIFA in any way are obliged to report those details to FIFA and immediately cancel that Candidate's Exam attempt. Any such decision will be final without the right to any appeal.

3.

Invigilators are not responsible for providing any assistance regarding technical or connectivity-related issues during an Exam Session.

4.

Any Candidates in need of assistance may contact an Invigilator and wait for an Invigilator to respond. Any communication between the two shall be conducted respectfully and restricted to brief consultation on technical and/or procedural matters

concerning the Exam and the Exam Session. Any time spent interacting with the Invigilator is included within the allotted time for the Exam Session and no additional time will be provided.

12 Force majeure

1.

If a force majeure event occurs that prevents the start or continuation of the Exam Session, Candidates may take the Exam on the next available date, following prior approval by FIFA. Any incompatibility or malfunctioning of any of the Devices or any connectivity or internet access problem will not be considered to amount to a force majeure event.

2.

Only force majeure events reported to FIFA by the Invigilators on the day of the Exam and before the end of the Exam Session can be considered as such. It is the responsibility of each Candidate to immediately report any observed issues to the Invigilator during the Exam Session, which the Invigilators will then need to report to the FIFA general secretariat.

3.

If the FIFA general secretariat concludes that a force majeure event did occur, it may order a full or partial rescheduling of the Exam Session.

4.

Any technical issues not reported to the FIFA general secretariat and/or any technical issues reported to the FIFA general secretariat after the Exam Session has concluded shall be dismissed.

5.

Candidates who leave the Exam Session will not be eligible to return for any rescheduled Exam Sessions.

6.

The FIFA general secretariat has the discretionary power to

decide on any force majeure events.

TITLE IV. DISCLOSURE OF EXAM RESULTS

13 Exam results

1.

Once the Exam Session is concluded, all Candidates shall leave the Platform when they have been authorised to do so by the Invigilator. All Exam results will be communicated on the Platform and by email within 30 days of the date of the last Exam Session.

2.

If a Candidate:

- a) fails to comply with these Rules, their Exam attempt will be cancelled, and they will be informed of the reason;
- b) passes the Exam, they shall follow the instructions established on the Platform to complete the licensing procedure; or
- c) does not pass the Exam by scoring below the relevant pass mark, they may ask for their Exam attempt to be reviewed during a limited time window in line with the following rules:
 - i. Their Exam attempt will be available for review for up to three days through a link communicated by email.
 - ii. A written substantiated request for the review of an Exam attempt with clear arguments may only be submitted by a Candidate during the aforementioned review period by emailing the FIFA general secretariat at regulatory@fifa.org.
 - iii. Such review of the Exam attempt shall be conducted by the FIFA general secretariat and shall be limited to fundamental and obvious errors in the application of the FIFA regulations and other materials contained in

the Study Materials.

- iv. For ease of reference, Exam results will include details of the correct answers. Communications with Candidates will be made in accordance with the FIFA general secretariat's procedures. The FIFA general secretariat reserves the right to provide a detailed explanation to any Candidate regarding their review submission.

All communications provided by the FIFA general secretariat shall be final and binding.

3.

All Exam results will be final without the right to any appeal.

14 **Grading**

1.

The pass mark for the Exam is established by the FIFA general secretariat and published on www.FIFA.com.

2.

Only fully correct answers to each question shall be awarded a full mark. Blank or partially correct or incorrect answers shall receive no marks. There are no half marks. If a question requires more than one answer, all correct answers must be selected to be awarded a full mark. For the avoidance of doubt, and merely as an illustrative example, if a question accepts two or more answers, and if all correct answers are not marked, the Candidate's response to the question will be considered incorrect.

3.

No negative marks shall be awarded for blank or partially or fully incorrect answers.

TITLE V. FINAL PROVISIONS

15

Matters not provided for

Any matters that arise during the Exam process or Exam Session that are not provided for in these Rules will be decided by the FIFA general secretariat. Such decisions will be final.

16

Enforcement

1.

These Rules come into effect on 20 January 2026 and are published on the Platform and www.FIFA.com.

2.

The March 2025 edition of these Rules is hereby revoked.

Zurich, 20 January 2026