European Union Aviation Safety Agency

General

Application Portals

Which Portal should I use to submit my application?

Answer

Please continue to use the **EASA Portal** to submit the following product related applications:

- Alternative Method of Compliance with Airworthiness Directive
- Application for Approval of Flight Conditions for a Permit to Fly
- Approval letter for manual revisions on behalf of the TCA
- ETSOA
- Export Certificate of Airworthiness
- Major Change
- Major Change to STC
- Major Repair
- Minor Change
- Minor Change to ETSOA
- Minor Change to STC
- Minor Repair
- Production Organisation Approval
- STC
- Surrender of Product or Organisation
- Validation of an EASA Certificate by the TCA

If your organisation approval is managed in the EASA Organisation Approvals (OA) tool, please use the new **EASA Service Portal** to submit your change applications.

For all application types not listed in any of the two Portals, please complete the appropriate **application form** and send it by email to address indicated in the form.

The EASA Service Portal will be gradually extended with more stakeholders and application types, and will ultimately merge with the EASA Portal.

Last updated:

11/03/2026

Link:
https://www.easa.europa.eu/en/faq/143338

Applications Gateway

What is the Applications Gateway process?

Answer

In case of temporary capacity shortages on the side of EASA or EASA subcontracted National Aviation Authorities (NAA)/Qualified Entities (QE), the Agency reserves the right to delay the start of the technical work for certain applications.

The gateway process is introduced to ensure that affected applications are managed in a transparent, objective, and consistent manner.

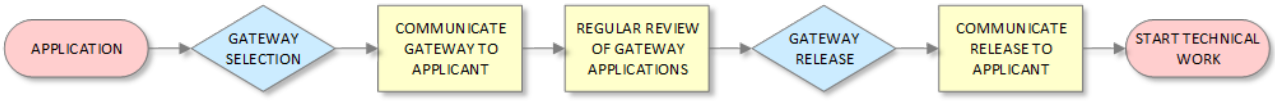
The following types of applications may be affected if they require a high amount of and/or specific resources that are unavailable at the time of application:

- New applications for Certification tasks and services or requests for registration of declarations
- New applications for Organisation approvals or requests for registration of declarations

The process will not be applied for:

- Ongoing projects (interruptions are possible at applicant request, refer to FAQ n. 21898)
- Continuing Airworthiness activities for EASA approved and declared products
- Oversight activities for EASA approved and declared organisations (including renewals)

Gateway steps



- CRITERIA: Applications are selected for the gateway in case of high shortage of EASA/NAA/QE capacity, high project workload, long project duration, high project impact on other ongoing EASA activities
- DURATION: A tentative gateway end date is communicated to the applicant following gateway selection
- COSTS: No Fees and Charges are raised until the application is released from the gateway process

RULES: The original application date remains the reference date for application (for project duration, Part 21 certification basis)

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https://www.easa.europa.eu/en/faq/138271