European qualifying examination


July 2022
Table of contents

Preface 03

Foreword 04

Chapter I
The European qualifying examination 05

Chapter II
Overview of work organisation during the preparation period 11

Chapter III
Study topics – suggested timetable 14

Chapter IV
Preparation checklists 15

Chapter V
During the examination 19

Chapter VI
After the examination 20

Chapter VII
Reference material, literature, courses and training 23
Preface

Established in 1979, the European qualifying examination (EQE) is widely regarded as one of the most difficult and demanding professional examinations, both intellectually and physically, with candidates required to prove their aptitude and knowledge in four papers spread over three consecutive days.

Although 80% of all candidates who enrol for the EQE are eventually successful – some of them only after many attempts – the success rate of first-time candidates is just 30-40%. This can be frustrating for candidates, their families, supervisors, tutors and employers alike.

This guide has been designed to bring together a wealth of advice, experience and information, including recommended training courses, from members of the joint EPO/CEIPI/epi working group, previous candidates and supervisors/tutors, in order to help candidates prepare for the EQE.

The usefulness of the guide depends very much on what candidates and their supervisors would like to see in it, so please do not hesitate to send your comments and suggestions (academy@epo.org).

This guide has been prepared by the European Patent Academy of the European Patent Office (EPO), the Centre d’Etudes Internationales de la Propriété Intellectuelle (CEIPI) and the Institute of Professional Representatives before the EPO (epi). It does not necessarily represent the views of the EQE Examination Board or the examination committees.

It is to be emphasised that this guide is only intended to provide explanation and information relating to the EQE – it does not replace any official publication relating to the regulations on the examinations. Candidates are strongly advised to consult these official publications, in particular the Regulation on the European qualifying examination for professional representatives (REE) and its Implementing provisions (IPREE), both published on the EPO’s website.
Foreword

There are few examinations that require candidates to demonstrate such a wide range of technical, legal and administrative knowledge as the European qualifying examination (EQE). Passing the examination means entering a profession that is challenging and rewarding – and practitioners provide an invaluable service to innovation in Europe.

Taking the examination is only the first step on a long and arduous journey: once you have passed, an unfailingly interesting and intellectually demanding job awaits you.

This guide is a collection of explanations, information and advice that gives candidates a head start in organising the time they need to spend in their preparations for the examination. It will allow them to channel their efforts so as to maximise their chances of passing the examination.

It offers:
— a better understanding of what the EQE entails
— an appropriate order in which to tackle the subject-matter that has to be covered over a number of years
— ideas on how much time is probably going to be needed for each step
— hints on examination techniques
— a brief insight into how the examination committees mark the papers
— lists of other training material and courses.

This collection has been compiled not only from official information sources, but also in the light of the experience of previous candidates, their tutors and their supervisors. Candidates can benefit from this wealth of knowledge and avoid common pitfalls.

This guide can certainly be further improved. We would therefore welcome any comments or suggestions which could make a future edition even more useful to candidates (please write to academy@epo.org).

Good luck in the examination!

Telmo Vilela
Principal Director
Co-operation and Patent Academy
EPO

Francis Leyder
President
epi

Thierry Debled
Director
International Section
CEIPI
Chapter I
The European qualifying examination

Institutional framework

The European qualifying examination (EQE) is organised and conducted by: a Supervisory Board, an Examination Board, examination committees and an Examination Secretariat.

The Supervisory Board, consisting of two members from the EPO and two members from the epi, is chaired by one of its members who is appointed by the President of the EPO and is either an employee of the EPO or a member of the epi. Every two years, the chairmanship alternates between an employee of the EPO and a member of the epi. The main duties of the Supervisory Board are to determine the nature, structure and number of examination papers and the time allowed for each, to monitor and evaluate the conduct and results of the examination, and, where necessary, to amend the Implementing Provisions to the REE* (IPREE). It also takes care of the financial aspects of the examination.

The Supervisory Board is advised on the conduct and results of the examination by the Examination Board, also consisting of employees of the EPO and members of the epi (four each). Its chairman — again alternately a member of the EPO and the epi — is also appointed by the President of the EPO. When the chairman of the Supervisory Board is a member of the epi, the chairman of the Examination Board has to be an employee of the EPO and vice versa. Supervisory or Examination Board members of the epi always have to be nominated by the President of the epi before they can be appointed by the President of the EPO. Other duties of the Examination Board include instructing the examination committees on how to mark the answer papers consistently and deciding on pass or fail.

The EQE is designed to establish whether a candidate is qualified to practise as a professional representative before the European Patent Office.

The President of the EPO also appoints, on a proposal from the Examination Board, the members of several examination committees. The committees, responsible

* REE = Regulation on the European qualifying examination for professional representatives
inter alia for preparing the examination papers and marking sheets, marking the answers and proposing the grades to be awarded, are also made up of members of the epi and employees of the EPO. The number of epi members on each committee must be at least half the total. Each examination paper is marked by two markers.

The Examination Board and committees are supported, and provided with administrative facilities, by an Examination Secretariat consisting of EPO employees. The Secretariat prepares and organises the examination and is in charge of registration and enrolment.

About the examination

The main examination comprises four papers: A, B, C and D. Candidates can choose whether they sit one or more papers in a given year and are free to select the paper(s) they sit and the order. They can, however, only resit papers they have previously failed.

In 2012, a pre-examination was held for the first time. From then on, candidates who apply to be enrolled for the first time for the main examination must have obtained a pass grade in the pre-examination. Up until 2016, papers A and B were both offered in the specialized technical fields of chemistry and electricity/mechanics, allowing candidates a choice. Starting in 2017, papers A and B were changed to the same philosophy as papers C and D, which are set in more general technical fields, suitable for all candidates.

Since 2021, the EQE has been held online and can be taken by the candidate at any suitable location using their own computer. The papers are provided digitally, allowing answers to be typed using a keyboard and mouse.

The examination is held once a year, usually beginning of March, over two consecutive weeks. The exact dates, start and end times are announced in a Notice of the Examination Board published on the EPO website, www.epo.org/learning-events/eqe.html.

Pre-examination

In the pre-examination, candidates are required to give evidence of their expertise in certain legal areas and to answer questions on technical proposals, draft claims in respect of the technical proposals and relevant prior-art documents. Important points to consider when answering these questions include various aspects of claim analysis (novelty, inventive step, the problem-solution approach, inadmissible extension of the scope of the patent application, scope interpretation and clarity of the claims).

The pre-examination is given in multiple-choice format and is made up of 20 questions. There are ten questions on legal aspects and ten on claim formulation, etc. Each question includes four statements that the candidate must answer as being either true or false. The marking scheme is such that no answer or only one correct answer is awarded 0 marks, two correct answers 1 mark, three correct answers 3 marks and four correct answers 5 marks.

Since 2021, the pre-examination has been divided into four parts: two parts with legal questions and two parts for questions on claim analysis.

Main examination

Papers A and B are set in technical fields that are accessible to everyone.

By analysing answers to examination papers from previous years and comparing them with the examiners’ reports (both published in the Compendium https://www.epo.org/learning/eqe/compendium.html), you will understand what needs to be included in your own answers.

Examiner’s reports from previous years contain information about the allocation of marks to key parts of acceptable answers as well as the loss of marks for incorrect answers.

PAPER A – Drafting paper

In this paper you are provided with a fictitious letter from a client describing a recent invention, its development and the related prior art at hand. You have to compare the client’s invention with the prior art and draft novel and inventive claims covering the invention and offering the client the broadest possible protection while complying with the requirements of the EPC.
A short introduction (i.e. that part of the description which precedes the examples or the explanation of the drawings – make sure you include the field of the invention, the prior art, the problem to be solved and its solution) for one European patent application must also be drafted. The application also has to fulfill the requirement of unity. However, multiple independent claims in different categories relating to the different aspects of the invention may be expected. In case you seek to protect more than one invention in more than one application, it is expected that you clearly identify the features of the independent claim(s) of the further invention(s) in a note to the examiner.

PAPER B – Reply paper

Paper B requires you to prepare a reply to an official communication in which prior art has been cited with respect to a previously filed application. You are provided, among other documents, with a client’s letter containing instructions about how the client wishes to proceed with the European patent application and a draft amended set of claims. These claims will need to be amended to satisfy the requirements of the EPC, and filed together with the response to the communication.

You are expected to respond to all the objections raised in the communication, submitting an amended set of claims, with arguments for support in the application-as-filed. The amendments should be novel and inventive while complying with the EPC and offer the broadest possible protection for the inventions the client wishes to pursue. Here again, information about the allocation of marks to the individual parts of a candidate’s answer can be found in the examiners’ reports from previous years. Marks are allocated to claim amendment as well as relevant arguments explaining why the amendments meet the requirements of the EPC.

In your reply to the communication, you will almost certainly have to argue that the claimed subject-matter involves an inventive step. It is strongly recommended that the problem-solution approach is correctly used when answering paper B.

PAPER C – Opposition paper

This paper involves drafting a notice of opposition to a European patent. You are provided with a letter from a client, a European patent to be opposed, and several documents representing the prior art. The client’s letter raises several questions, and you should deal with these questions in the notice of opposition. You also have to select documents to be used and decide how to use each one to attack the patent in suit. The marks are split between the candidates’ use of the information (choice of prior art, documents selected in respect of novelty, where to find the features of a claim, etc.) and their arguments (how to combine the documents for an inventive step attack, correct use of the problem-solution approach, etc.).

Since 2021 paper C has been divided in two papers, C1 and C2. Replies in the form of a letter to legal questions of the client are no longer required. There may however still be legal information or questions that need to be taken into account in the notice of opposition. While using the EPO opposition form is no longer mandatory, candidates are nevertheless expected to provide all necessary information for validly filing an opposition.

Again, make sure you understand how to correctly apply the problem-solution approach used at the EPO when arguing against the presence of an inventive step. If you cannot use this approach correctly, your chances of passing paper C are minimal.

PAPER D – Legal paper

Since 2021, Paper D is divided into three parts: D1-1, D1-2 and D2. The paper consists of legal questions on the EPC and the PCT and question(s) requiring the candidate to give a legal assessment or legal advice of a more complex situation involving a client’s applications, a competitor’s position, etc. The total number of marks for the legal advice is specified in the paper and split between your analysis of the key legal issues, the current state of the applications and inventions, the advised improvements, and the future position of the client and any competitors. All these aspects must be covered in your answers – check the examiners’ reports for previous examinations and compare them with the candidates’ solutions provided in the Compendium, www.epo.org/learning-events/eqe/compendium.html

Note: As of 2021 the distribution of points for Legal Questions and Legal Advice may vary between 60:40 and 40:60 for paper D.
Language

Each of the examination papers is prepared in each of the three official languages of the EPO (English, French and German). You can choose the official language in which you wish to read and answer the questions. It is assumed that you will read and answer the questions in the same language unless you indicate otherwise. At the time of enrolment, you can also state whether you wish to give your answers in an official language of one of the contracting states. You can then use either an EPO official language or the language of a contracting state or both to answer the questions. The Examination Secretariat then has the relevant parts translated. It is nevertheless advisable to choose one of the EPO’s official languages as these are the ones required in the future to practise before the EPO.

You should also focus on learning how to read and understand legal language. Special courses on legal language are available (such as the legal English courses run by the British Council). Reading the Official Journal and decisions of the boards of appeal, accompanied by discussions with colleagues, is also highly recommended. Your supervisor should ensure that you are well prepared in terms of your language proficiency. The EPO has published the “Terminology training manual for professional representatives” to help EQE candidates, https://www.epo.org/learning/materials/terminology-manual.html

The Examination Committees are aware that some answer papers may have been written in a language other than the mother tongue of the candidate. No points are thus deducted for faults of grammar and style.

Dictionaries and reference materials such as the Guidelines for Examination, the PCT, an annotated EPC can be used during the examination as long as they are in paper form. The exam platform may also provide digital access to a limited number of online documents during the exams. The use of electronic devices (including digital wrist watches) other than the computer system required for the examination (including routers and printers), is not permitted.

Registration and enrolment

Candidates should register with the Examination Secretariat (Rule 28, Implementing Provisions REE) once they have commenced their professional activities or employment (cf. Article 11(2) REE). For further information, see the Decision of the Supervisory Board published online on 13 February 2017 (see the Notices section on the EPO website at www.epo.org/learning-events/eqe.html).

Since 2021, the EQE has been conducted online using the WISEflow platform in conjunction with a LockDown browser. The examination will be invigilated using online proctoring based on video and audio recordings, with the help of artificial intelligence combined with human invigilation. Some of the papers have been divided into parts to reduce session times, and to allow for scheduled breaks. It is recommended to follow this website closely, and to make use of the possibilities to test your computer system with the platform before the exams.

Candidates may enrol for the EQE (pre-examination) if they are registered and at the date of the examination will have completed a full-time training period of at least two years under the supervision of a professional representative or have worked full time for at least two years as an employee fully responsible for patent matters in an industrial company established in one of the contracting states (evidence must be provided that the employee acts as a representative before the EPO in a wide range of capacities). In some cases, particularly if a candidate has completed certain IP courses, a reduction in the two-year requirement may be granted (Rule 16, IPREE). EPO examiners must have worked as such for at least three years by the date of the pre-examination. For candidates as defined in Art. 11.2.a REE, work as an examiner with the EPO or one of the national patent offices of the contracting states may also be taken into account.

If you are not sure whether you meet the conditions regarding the duration of employment (because you worked part-time for a while or were sick or on maternity leave, for example), make sure to check the regulations and ask the Examination Secretariat (helpdesk@eqe.org).

Enrolment must be completed online. The dates, fees and other details of the examination, such as information about courses that might lead to a reduction in the required
period of employment before enrolment, are published every year in the Official Journal and on the EPO's website: www.epo.org/learning-events/eqe.html

Candidates should bear in mind that the enrolment deadline for the pre-examination is quite some time in advance of the examination. A second deadline, usually in early September, applies to candidates who are enrolling for the main examination.

It is recommended that candidates and supervisors take the time to read the rules governing the examination carefully.

The examination dates can be found at www.epo.org/learning-events/eqe.html

Fees

Each enrolment for the examination or pre-examination is subject to a basic fee (currently EUR 200). One additional basic fee is payable for each paper you wish to sit for the first or second time, and the same applies to the pre-examination paper. For papers you sit more than twice, the fee will increase up to a maximum of four times the basic fee. It therefore pays to prepare well before sitting any paper of the EQE.

Candidates from certain countries may file a request for subsidised examination fees. Information is available on the EQE website www.epo.org/learning-events/eqe-training/fee-subsidy.html

Choice of papers

Candidates may enrol for all the papers of the main examination, an individual paper or any combination of papers, provided they have not yet passed a paper for which they wish to enrol.

When enrolling for the main examination, you and your supervisor should evaluate your personal situation and decide whether you should enrol for all the papers at once or opt for one, two or three papers instead.

Sitting all the papers together has the advantage that you only have one date to work towards. If, however, you sit some of the papers individually, you have more time to concentrate on the one(s) you choose and the examination itself is more relaxed.

On the other hand, taking all the papers at the same time has the drawback that, with all the work involved, you might not be well enough prepared. You should bear in mind the considerable amount of work involved before enrolling for the examination. If you don’t feel adequately prepared to sit all papers, it may be better either to sit selected papers only or not to sit the examination at all.

If you do change your mind, it is important to remember that you can only withdraw from an examination paper before the official start time of the first paper (OJ 2022, A20 - VII.1). If you withdraw by a pre-announced date in the year prior to the examination, the examination fee(s) will be reimbursed, though not the registration fee (see the Official Journal or the EPO website for the announcement of the EQE www.epo.org/learning-events/eqe.html).

Statistics on the EQE pass rate are published every year on the EPO website (www.epo.org/learning-events/eqe/statistics.html). We recommend studying them carefully. They will give you an idea of the degree of difficulty involved.

Marks

The pre-examination consists of one paper, for which a maximum of 100 marks can be awarded. A candidate will pass the paper if he or she obtains a mark of at least 70. A compensation system does not apply to the marking of pre-examination papers (see below).

For the main examination (Papers A to D), ideally you need at least 50 marks in each of the papers.

A compensation system for the main examination offers an exception to the above arrangement. This allows you to score between 45 and 49 marks (known as a “compensable fail”) in a maximum of two papers if you have at least 50 marks (a “pass”) in the other two papers and your total marks from all papers is at least 200 marks. Less than 45 marks is a “fail”. The compensation system applies to all candidates, not only to first-time sitters and is applied each time a main exam paper is taken.

Resitting: You may only resit papers which you have not passed previously. That rule allows you to resit “fails” and “compensable fails”. For “compensable fails”, you may resit them, or hold them for future re-consideration of possible compensation when a main exam paper is taken.
But if you resit a "compensable fail", your previous marks will be replaced by your new marks (see Art. 16(1) REE and Rule 6(5) IPREE).

For the time being, passes valid on 01.01.2009 or awarded for the 2009 examination remain valid for future examinations.

Candidate Support Programme

The Candidate Support Programme (CSP) is a component of the EPO’s co-operation roadmap with its member states. In order to assist EQE candidates from certain member states with a low number of EQE-qualified professional representatives, the EPO runs a programme combining training seminars (held in co-operation with external training providers) with the provision of teaching materials, dedicated coaching by qualified epi members and financial support. The programme is open to a limited number of selected candidates per country. However, candidates from countries which have exhausted their quota may apply for the Extended Support Programme, which provides support in the form of teaching material. Each year, all potential candidates will be informed directly by email from eqecandidatesupport@eqe.org.

The following member states currently take part in the CSP or the Extended Support Programme: Albania (AL), Bulgaria (BG), Croatia (HR), Cyprus (CY), Czech Republic (CZ), Estonia (EE), North Macedonia (MK), Hungary (HU), Greece (GR), Iceland (IS), Latvia (LV), Lithuania (LT), Malta (MT), Monaco (MC), Norway (NO), Poland (PL), Portugal (PT), Romania (RO), San Marino (SM), Serbia (RS), Slovak Republic (SK), Slovenia (SI), Turkey (TR)
Chapter II
Overview of work organisation during the preparation period

Year 1

In general, successful candidates are those who come to the examination well prepared and have attended a special course or courses on the EQE.

On average, you need to allow for at least 400-600 hours of personal study, excluding time spent on courses, so make sure you start to prepare in good time (around six months before the main examination for intensive final preparation if you plan to take all four papers in one year, as well as at least six months before the pre-examination).

The aim of your first year of study should be to gain an understanding of the basic concepts of the EPC and PCT patent systems, including in particular novelty, inventive step and priority. Other important general aspects, such as rights conferred by a patent, should also form part of this basic understanding. You should be supervised during this time by an experienced European patent attorney, who should be able to spend sufficient time discussing specific cases with you.

It is important to familiarise yourself with the way patent specifications are written, so that you can read them quickly and efficiently. Compared with other texts, patent specifications are typically quite cryptic and reading them is intellectually demanding. You should also work on drafting applications, supervised by an experienced person with whom you can discuss the inventions in detail. Another key aspect is learning how to identify essential information in a text or a verbal explanation given by a client and to see the overall picture. All the papers in the EQE examination are focused on finding the relevant information, an essential skill in the day-to-day work of a patent attorney.

It is likewise helpful to practise drafting replies to a variety of communications from patent offices, again under supervision. Here too, sufficient time should be allocated to discussing the invention, the documents cited and the different possible responses, including limitation of the claims. You should also look at how claims can be interpreted and discuss the different possibilities for limiting claims in talks with the client. This exercise will be especially useful in your preparation for the pre-examination and paper B, and eventually, of course, for your daily work.

If you do not have any new applications to draft or communications to reply to, you can find examples of cases to study on the European Patent Register, the EPO’s online file inspection service.
Recommended reading

Initial material includes the Guidelines for Examination, "How to get a European patent" and "How to get a European patent – Euro-PCT", all published by the EPO (see list at the end of this guide). These will give you a basic introduction to how the patent system in Europe works. You are also recommended to read an annotated EPC and PCT.

It is also a good idea to take a basic training course in European patent law (such as organised by the epi and the CEIPI, see www.ceipi.edu) and, if possible, some basic training in patent and IP law in general. As a candidate, you should also start referring in your daily work to EPC and PCT articles and rules wherever appropriate. This will also help you to memorise the structure of these provisions.

Your supervisor should ensure that you have the most up-to-date material (EPC, PCT, Guidelines, etc.) throughout the training period, including the Official Journal.

Candidates are advised to enrol as an epi student. In return for the enrolment fee, student members are entitled to reductions for epi tutorials and certain EPC-related training or educational events organised by the epi (such as training sessions arranged specifically for epi students). epi students also have priority over non-epi students when it comes to epi courses.

Year 2

In the second year, you should plan to devote more time to EQE-related content. When preparing for the pre-examination, you should start studying at the beginning of year two. While continuing to work on basic skills such as drafting applications and replies you should start to familiarise yourself with the examination itself. Although it is generally advisable to sit the EQE as early as possible, because your daily workload will normally increase as each year goes by, it also has to be considered that sufficient experience is a prerequisite for success in the examination. Some candidates may need more time for preparation than the legal minimum laid down in the "Regulation on the European qualifying examination for professional representatives before the EPO" published by the EPO.

A good way to start is to read the "Regulation" and also the "Instructions to candidates" published in the Official Journal, explaining how the exams are to be conducted. Since 2021, the exams have been held online, and you are responsible for arranging a suitable environment and a reliable computer system to take each exam.

It is advisable to start practising short legal questions (former DI type) at this stage and to decide how you are going to organise the material you intend to use for preparation and during the examination itself. Keeping this material updated by referring to the Official Journal, the EPC and the PCT is essential. You should know your material inside out, so that you can find the answers as quickly as possible in the short time available during the examination. The pre-examination comprises legal questions on the material listed in Rule 22(1) IPREE. Therefore, in order to pass the pre-examination, you need to start studying the short legal questions at an early stage. Please refer also to the proposed study timetable for the third year (see below).

The pre-examination also comprises questions on allowability and the scope of protection of the claims, as well as novelty and inventive step. You will thus need to discuss these issues with your supervisor in your daily work. In addition to that, you should practise answering the questions within the time limit of the pre-exam, being 4 parts of 70 minutes.

During the second half of the second year you should have a go at a set of past papers. Attempt to answer each paper as well as possible, but without setting yourself a time limit (although it is useful to note how long it took you). These papers should be corrected by a third person, and your answers compared to the examiners’ report published in the Compendia.

Note: There are only a limited number of past papers available, so remember to leave some for practising closer to the examination date.

You should by now have started to read and study the Official Journal (OJ) of the EPO, including the supplementary publications on case law. www.epo.org/law-practice/legal-texts/official-journal.html

Reading the OJ will help you familiarise yourself with the legal language and prepare you for more serious study.

www.epo.org
The more you do this, the quicker you will be able to read decisions and locate the relevant parts.

It is recommended that you join a study group, either in person or online. Your supervisor can help you with this. Study groups help you stay motivated by allowing you to share the work with someone else and giving you the opportunity to discuss matters rather than just think about them on your own.

Make plans now if you want to take some EQE-specific training courses at the end of the second year and during the third year (see Chapter VII). Look out for suitable courses for the pre-examination.

You should also start to think about drawing up a study plan for the third year to give yourself an idea of the amount of work you will need to do. Again, your supervisor should be able to help you with this and should also ensure that you have sufficient time for studying, for example by keeping an eye on your workload.

Year 3

The third year, which is often the last year before the main examination, is dedicated to EQE-specific training. At this stage you should seriously consider taking a course in EQE techniques (see Chapter VII) even if you have passed the pre-examination paper with decent marks without having followed such a course. You should also continue studying after the pre-examination in order to build up the knowledge you need to answer the questions in the main examination. Remember that throughout your professional life you will have to keep up with the law!

Now is also the time to start studying the case law of the EPO Boards of Appeal, in particular decisions of the Enlarged Board of Appeal, and decisions mentioned in the Guidelines. For your daily work, it is useful to read a few of the special case law supplements to the Official Journal, to learn how the case law book is organised and find your way around it. Decisions of the Boards of Appeal are also useful for familiarising yourself with the type of arguments used at the EPO.

Another piece of useful advice is to practise typing quickly and correctly, as you have to type your answers (no dictation allowed). It is also crucial that you familiarise yourself with the platform used for the online examination.

It is important to be familiar with and as fluent as possible in the specialist terminology in at least one of the EPO’s three official languages. If you do not have one of these languages as your mother tongue, it is worth considering selecting your mother tongue when enrolling and using it in some of the papers if need be.

Most importantly, the value of personal study cannot be underestimated. It does not matter how many courses you attend: you will not pass the examination without a serious amount of personal study and repetition. A “try and see” approach is not recommended at all.

A significant number of candidates pass each year because of compensation, but it is very difficult, if not impossible, to study while aiming for “only” 45 marks. Compensation is intended to assist a well-prepared candidate who has some bad luck during one or two of the papers. You should therefore focus your efforts and energy on passing each of the papers of the main examination with a good mark as possible. Here again, personal study must be emphasised, plus support from your supervisor and an appropriate (i.e less than normal) amount of work in the office for the six month period leading up to the main examination.

In particular, when preparing to take paper D for the first time, you need to invest sufficient time and resources to be as well-prepared as possible. If you do not pass at your first attempt, you will find it very difficult to motivate yourself to study all the legal details again for the re-sit.
General

Candidates often seem to need more detailed information on what topics to study and how much time should be devoted to each topic. It is advisable to visit the CEIPI website and download the “epi-CEIPI study guide”: https://www.ceipi.edu/en/training/non-degree-courses/basic-training-in-european-patent-law

The table in that guide offers some suggestions, including general subjects, the corresponding articles and rules, and a list of key topics which should be dealt with in each case. This is the schedule prepared by the CEIPI and used in the epi-CEIPI basic training courses held in various locations in many of the contracting states to the EPC. Further information on the courses can be found in the same website.

The time indicated in the table is that actually spent in the epi-CEIPI basic training course in question. Your personal study time will be much longer.

Please bear in mind that the Examination syllabus - indicating the topics with which candidates are expected to be familiar up to 31 October of the year preceding the Examination - is contained in the Implementing Provisions to the latest Regulations on the European qualifying examination for professional representatives (IPREE), published regularly in the Official Journal.
Chapter IV
Preparation checklists

General

— Previous examination papers are important training tools – make sure you read and understand the examiners’ reports.
— Analyse the previous year’s survey published by the Examination Secretariat on the EPO website at
www.epo.org/learning-events/eque.html
— Answer a minimum of three to five previous EQE papers, at least two of them under examination conditions (including time pressure), for correction by your supervisor or another suitable person, bearing in mind possible changes to the law. When answering old EQE papers, take into account the time allocated to each paper, which was changed in 2013 for papers B, C and D and again in 2017 for all papers. You may also wish to sit one or more papers of the mock EQE relating to the main examination run by the epi
— Note points you are not sure about when answering past papers and try to find an answer to your questions.
— Draw up a strategic time plan for preparing for the papers.

EQE conducted online

From 2021, the EQE (including the pre-examination) has been conducted exclusively online. Full details of how to prepare for this can be found at www.epo.org/learning/eque/e-eque.html. Candidates are strongly urged to consult the information there regularly for updates. In particular, they should note that they:

— are required to have the necessary technical equipment, as set out in the User Guide
— are responsible for ensuring that their equipment is fully operational - including a stable internet connection - for the whole of the EQE
— must ensure that the room where they sit the examination is properly lit and sufficiently free from disruptions
— need to familiarise themselves with the programmes used for the EQE and practise using them by taking the mock examinations
— need to comply with the “Instructions to candidates concerning the conduct of the European qualifying examination” during each exam

Although the online examination platform is robust and helpdesk assistance can be requested, technical or room
issues during the exam typically result in a loss of at least 15 minutes. The chances of such an event occurring are greatly reduced by careful preparation and testing your computer systems during the mock examinations.

Pre-examination

Candidates preparing for the pre-examination should:

Legal part

- start practising legal questions early on
- answer questions several times to develop a faster working method
- make a timetable per question/point
- compile a list of all G decisions and landmark decisions (Official Journal and references in Guidelines for Examination)
- read OJ special editions from the last three years
- study the Guidelines for Examination, the Guidelines for Search and Examination at the EPO as PCT authority, Guides for Applicants, PCT Newsletters, National Law and selected sections of the case law book
- study the EPC and the PCT
- answer a minimum of five to seven previous EQE DI papers, at least two of them under examination conditions (including time pressure), for correction by your tutor or another suitable person (bearing in mind that there have been numerous changes to the law which will affect the answers suggested for earlier examinations)
- answer past DI papers in less than three hours, as aspects of the correct answers often form a basis for the annotations in books for EQE preparation, thus making it easier to answer questions from previous papers when using these annotated books
- answer past pre-examination paper(s) in less than four hours
- choose the books and other reference material you wish to use during the examination, make a fast indexing system with added references and practise using it with past papers
- make a summary sheet of the legal bases for commonly recurring EPC and PCT concepts such as time limits, remedies, EPO acting as PCT authority, etc.
- check for updates to PCT rules (bearing in mind the PCT is an essential part of the EQE and real-life client cases)

- file patent applications or study complete file histories to learn about administrative procedures
- report to clients on (costs and) deadlines associated with the filing of national, EP and PCT applications
- familiarise yourself with EPO forms (what they contain and what information is required to complete them)
- create your own personal strategy for tackling legal questions
- spend time with your formalities officers, they know what is needed to comply with procedural requirements
- get familiar with the marking system for multiple-choice tests.

Claim analysis part

- study basic aspects of claim analysis, such as novelty, inventive step (problem-and-solution approach), added subject-matter and clarity
- draft claims
- carry out novelty searches and report on the patentability of inventions.

Main examination

Paper A

Candidates preparing for paper A should:

- include a description when drafting applications
- take an (extra) course on claim drafting (if required)
- read the Guidelines, Chapter F-IV, paying particular attention to clarity, novelty and inventive step
- note the following distribution of marks applied to previous examination papers (which varied according to whether you sat the chemistry or the electricity/mechanics paper – and it also varies from one year to another)
  - independent claims: up to 50 in total – up to 40 for main independent claim, 10 for secondary independent claim
  - dependent claims: typically 35 in total – for good fall-back positions based on clusters of embodiments, distinguishing characteristics of new essential features, and embodiments description: typically 15 in total – 5 for closest prior art, approx. 10 for correct presentation of problem-and-solution approach
- focus on the claim analysis part of the pre-examination
— to save time, you can prepare some standard formulations that you can copy from, such as a preamble for a description.

Paper B

Candidates preparing for paper B should:

— draft responses to Office actions
— learn to use the problem-and-solution approach to argue for or against the presence of an inventive step
— study the general concepts of inventive step and selected decisions (Guidelines and case law book)
— take an (extra) course on drafting responses to Office actions (if required)
— respond to EP and/or PCT search reports, amending claims and the description
— report to clients on the content of substantive examination communications
— note the following distribution of marks applied to previous examination papers (varied according to whether you sat the chemistry or the electricity/mechanics paper as well as from one year to another):
  — claims: typically 50 in total – 25 for main independent claim, approx. 10 for secondary independent claim, 15 for dependent claim
  — arguments: typically 50 in total – 10 for overall rating, 5 for novelty, 25 for inventive step, 10 for other issues
— focus on the claim analysis part of the pre-examination
— prepare in advance a heading for a letter of reply to the EPO.

Paper C

Candidates preparing for paper C should:

— check file inspections in real-life opposition cases
— familiarise yourself in particular with the following aspects: prior art, patentability, priority, amendments, first invention, ranges, representation, claim and document interpretation
— understand claim dependencies
— try different methods of tackling paper C
— review the material available on paper C and develop a personal strategy for the whole examination
— read G decisions (Official Journal, Guidelines and case law book)
— analyse documents and compare with claim features
— read the Guidelines, at least Parts A, C, D, F, G and H
— get involved in opposition cases and, if possible, attend oral proceedings when your firm is involved
— prepare in advance a skeleton outline for the first part of the notice of opposition, saying what documents are used, in which languages, and what the effective dates of the claims are, legal basis for standard arguments, etc.

Paper D

In addition to the points noted above for the pre-examination, candidates preparing for paper D should:

— file patent applications or study complete file histories to learn about administrative procedures
— get accustomed to including in each answer: the response, the exact legal basis and a short argument in support of your conclusion
— create your own personal strategies for tackling legal questions and for tackling the legal advice, by making a checklist of issues that have come up in recent D papers
— gain practical experience in advising clients
— accompany your supervisor to business meetings
— check past papers for questions on priority, first invention, disclosure, corrective actions, further processing, restitution, stays of proceedings, etc.
— create a structure for commonly recurring items; for example, if an application is to be filed, the name of the applicant, the subject-matter per claim, the priority application/date per claim, and so on
— study EQE-related parts of US and JP patent law basics, such as grace period and inventorship, and EPC-related national law
— know what a dependent claim is
— study basics of patent protection, infringement and licensing (e.g. what exactly do you need to license?)
— focus on the legal part of the pre-examination (excluding multiple-choice tests)
— spend time with your formalities officers - they know what is needed to comply with procedural requirements
— do the legal advice part of old D papers with experienced colleagues to practise giving advice
For the legal advise part, it is also very important to practise building up a timeline or chart with all the data contained in the client’s letter. The information is so voluminous that you will lose yourself in it if you haven’t devised a method of grouping it. Bring prepared timelines or charts to the examination so you can fill them in with the information. However, bear in mind that you cannot hand them in as part of your answer.

Note: Candidates should bear in mind that EQE papers from 2008 and earlier – and especially past DI papers – relate to the EPC before changes came into force in December 2007. Care should therefore be taken when using them for preparation. In addition, the law may have been amended since the date of the EQE. This implies that the “possible solution” in the Compendium may no longer be correct.
Chapter V
During the examination

As the examination is now conducted online, it is vital to ensure that your room and desk are sufficiently tidy and organised and that you have all the books and materials you need close to hand. Whether you sit the examination at home or at the office, no other person may enter or be in the room while it is under way. You should also make sure to have your ID or passport to hand, as you have to take a picture with it at the start. Visit www.epo.org/learning/eqe/e-eqe.html for more information on how you must conduct yourself during the examination. Read the “Instructions to candidates concerning the conduct of the European qualifying examination” which is regularly published in the Official Journal.
Chapter VI
After the examination

The Examination Board normally finishes marking the papers by early summer, when the candidates can preview their results via a password-secured internet query. However, the official results will only be delivered by mail. All candidates are normally sent a copy of their papers and any translations into one of the official languages in advance, sometime after the examination. An alphabetical list of successful candidates is published in the October issue of the Official Journal and on the EPO’s website (https://www.epo.org/learning/eqe/successful-candidates.html). Statistics on the outcome of the examination are now also available from the beginning of August each year.

If you pass

Under Art. 134(1), (2) EPC, representation in proceedings established by the EPC can only be undertaken by a natural person who has passed the EQE, is a national of a contracting state and has his place of business or employment in a contracting state. There is also the so-called “grandfather” clause under Art. 134(3) EPC, which we do not need to go into here. Legal practitioners may also undertake representation provided they meet the requirements of Art. 134(8) EPC.

Persons having their residence or principal place of business in a contracting state are not obliged to be represented by a professional representative (Art. 133 EPC). Other persons do need to be represented by a professional representative in all proceedings other than filing a European patent application or paying fees.

The names of such representatives must be entered on the EPO’s list of professional representatives. The form for requesting inclusion on this list is sent to successful candidates along with their certificate. Names are normally entered within a matter of days and are published around two months later in the Official Journal. Any amendments or deletions should be sent to the EPO’s Directorate 5.2.3 Legal Division www.epo.org/applying/online-services/representatives.html

The EPO has a searchable database of authorised representatives on its website.

Successful candidates are entitled to use the designation “European patent attorney” or “professional representative before the European Patent Office” (this does not necessarily apply to EPO examiners, who are required to have two years’ experience of working with a European patent attorney after passing the examination
EUROPEAN QUALIFYING EXAMINATION: 
GUIDE FOR PREPARATION

before they can be entered on the list of representatives). Professional representatives are entitled to set up a place of business and practise in any of the contracting states.

Qualification as a European patent attorney entitles you to act in patent matters under the EPC and PCT, but not in national proceedings. Passing the European qualifying examination does not entitle you to act before the EUIPO in Alicante in matters concerning trademarks and designs.

All representatives on the list are automatically members of the Institute of Professional Representatives before the European Patent Office (the epi). epi members must pay an annual subscription (currently EUR 240, see https://patentepi.org/en/the-institute/annual-subscription.html).

As the professional body for European representatives, the Institute is responsible for working with the European Patent Organisation in matters pertaining to the rules of the profession and particularly disciplinary matters.

In some contracting states, passing the European qualifying examination is taken into account for the purposes of becoming a national patent attorney. For example, you may benefit in:

— **BE:** those who have passed the entire European qualifying examination may apply for an exemption of the drafting paper of the Belgian qualifying examination.

— **DE:** facilitated admission to the German patent attorneys’ qualifying examination under section 172 of the Rules and Regulations for the German Bar (§172 Patentanwaltsordnung, PatAnwO)

— **GB:** those who have passed the entire European qualifying examination or papers A and/or B are deemed to have passed Patent Advanced Papers P3 and/or P4 of the national qualifying examinations.

— **NL:** after passing papers A and B of the European qualifying examination you do not have to do the A/B paper of the Dutch Patent Examination (Uitvoeringsreglement Rijksoctrooiwet 1995, Art. 27d, lid 3).

Successful candidates are urged to pass on their knowledge to new candidates wherever possible, for example by acting as tutors in the various organisations (CEIPI, epi, etc.).

Continual professional training is important if patent professionals are to meet the challenges and requirements of a knowledge-based economy. By way of example, CEIPI at the University of Strasbourg has set up “Master of Law” programmes and the diploma “Patent Litigation in Europe”.

If you fail

The pass rate for the European qualifying examination is very low. In fact, the vast majority of candidates sitting the examination for the first time fail at least one paper. For detailed annual statistics see www.epo.org/learning-events/eqe/statistics.html

As can be seen from the following diagrams, the number of candidates (including resitters and pre-examination candidates), has almost reached 2 700, whereas the number of successful candidates has remained relatively low over the years.

The following graph shows the pass rate for candidates sitting the EQE in the last four years, with details for both the pre-examination and main examination.

If you fail a paper you can file a written appeal within one month of communication of the Examination Board’s decision. However, you can only challenge an infringement of the Regulation on the European qualifying examination or the Implementing Provisions. Since the marking of papers is a matter of discretion, the chances of succeeding in an appeal against a particular mark are normally extremely small (provided that uniform assessment criteria were applied).

Under the current rules, candidates can resit the papers rewarded a “fail” or “compensable fail” as often as they wish. However, the historical resit statistics paint a particularly disheartening picture (failure rate for partial resits: 77% (2009), 65% (2008); failure rate for full resits: 100% (2007, 2009), 95% (2008). Changes in the exam mean that no statistics on resitters vs. first sitters are available for 2010 onwards. But it is still seen in the current exams that that first-time sitters have a higher chance of success.

All the more reason, then, to emphasise at this point that “100%” preparation is not enough if you are resitting the examination. You need an extra reserve of knowledge to cope with the possible pitfalls and you must work much harder on learning the material and refining your
examination strategy than you did the first time round. It is particularly difficult to motivate yourself to study all the legal details again if you fail paper D. As it is not easy to retain all the specialist knowledge accumulated in your preparation for the examination the first time round, we recommend that you work on keeping up your level of knowledge after the examination, at least until the results are known. You could liken this to the kind of basic training an athlete might put in to maintain form outside the main season.

You also need to give careful thought to the timing of your resit. Because the results are announced relatively late, i.e. in the summer, there is little time left to enrol and prepare for the next examination. For candidates who have sat the examination and handed in at least one paper, the deadline is extended until shortly after the results are announced. If you miss this deadline you cannot appeal and you have no recourse to “further processing” or “reinstatement of rights”. Candidates resitting the examination must use a special enrolment form and pay the examination fee, which may have risen in the meantime.

Candidates receive a copy of their papers and the marks they were awarded. We therefore recommend going through it in detail with a tutor/supervisor to figure out why the missing 55 marks were not awarded. This service is also available for a fee from the epi under their epi tutorial system or DeltaPatents, for example. Be honest with yourself and figure out the main causes, such as exam stress, being a perfectionist, lack of knowledge, insufficient language skills, poor exam organisation, spending too much time on parts with few marks, too little preparation, or too many distractions in your daily life. It is important to address these questions in full before resitting the failed paper.

### European qualifying examination

<table>
<thead>
<tr>
<th>Year</th>
<th>Candidates</th>
<th>Successful candidates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>1,685</td>
<td>1,093</td>
</tr>
<tr>
<td>2016</td>
<td>1,669</td>
<td>1,075</td>
</tr>
<tr>
<td>2017</td>
<td>1,665</td>
<td>1,074</td>
</tr>
<tr>
<td>2018</td>
<td>1,696</td>
<td>1,146</td>
</tr>
<tr>
<td>2019</td>
<td>1,746</td>
<td>1,199</td>
</tr>
<tr>
<td>2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>2,781</td>
<td>1,918</td>
</tr>
<tr>
<td>2022</td>
<td>1,998</td>
<td>1,148</td>
</tr>
</tbody>
</table>

Remark: in 2020 no EQE Main examination and pre-examination had taken place
Source: www.epo.org/learning/eqe/statistics.html

### Pre-Examination

<table>
<thead>
<tr>
<th>Year</th>
<th>Candidates</th>
<th>Successful candidates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>615</td>
<td>626</td>
</tr>
<tr>
<td>2016</td>
<td>810</td>
<td>626</td>
</tr>
<tr>
<td>2017</td>
<td>821</td>
<td>619</td>
</tr>
<tr>
<td>2018</td>
<td>844</td>
<td>672</td>
</tr>
<tr>
<td>2019</td>
<td>935</td>
<td>689</td>
</tr>
<tr>
<td>2020</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>813</td>
<td>658</td>
</tr>
<tr>
<td>2022</td>
<td>920</td>
<td>680</td>
</tr>
</tbody>
</table>

Remark: in 2020 no EQE Main examination and pre-examination had taken place
Source: www.epo.org/learning/eqe/statistics.html
Chapter VII
Reference material, literature, courses and training

This chapter contains information about (legal) reference material, literature (textbooks, etc.), training (including language training) and handy guides to passing the examination.

The section on introductory publications lists publications which give a general rather than legally binding overview and which may be useful at the start of your training.
You must have a sound working knowledge of all the publications listed in the reference material section.

The literature and training opportunities listed are given simply by way of an overview of what is on offer; whether or not you avail yourself of them is entirely up to you.
The list is only a sample of available sources and is not exhaustive. Suggestions for additions are welcome (academy@epo.org)

Introductory publications

Language

— Terminology training manual for professional representatives

EPC-related

— How to apply for a European patent – A step-by-step guide to the grant procedure, EPO
www.epo.org/applying/basics.html
— How to get a European patent, EPO e-learning module
https://e-courses.epo.org/?lang=de
— How to get a European patent – Guide for applicants, EPO
www.epo.org/applying/european/Guide-for-applicants.html

PCT-related

www.epo.org/applying/international/guide-for-applicants.html
— PCT Applicant’s Guide and other reference materials
  www.wipo.int/pct/en/appguide/index.jsp
— PCT Distance Learning Course:
  Introduction to the Patent Cooperation Treaty
— In particular, the annexes relating to the EPO are important: general information, receiving Office, ISA, SISA, and IPEA. If, in a question in the EQE, the EPO is acting as International Authority under the PCT, you must always cite the relevant legal provisions in the PCT and EPC.

Reference material

EQE-related (official)

— Regulation on the European qualifying examination for professional representatives (Supplementary publication 2, OJ EPO 2019)
— code of conduct for candidates for the e-EQE:
  https://documents.epo.org/projects/babylon/eponotnsf/0/C3F5591D0C4C8732C125868100427A24/SFILE/Code%20of%20Conduct_EN.pdf

EPC-related (published by the EPO unless otherwise stated)

— European Patent Convention
— Guidelines for Examination in the European Patent Office (incl. Alphabetical keyword index)
— Fee payments and refunds
  www.epo.org/applying/forms-fees/fees.html
— Forms used by parties and by the EPO
  https://www.epo.org/applying/forms.html
— Case law of the EPO boards of appeal

PCT-related

— List of G decisions
— Overview of G decisions (with keywords or comments)
— National law relating to the EPC
— Agreement on the application of Article 65 EPC – London Agreement

Literature

EPC-related

— Kaisa Suominen, Peter de Lange, Andrew Rudge, “Visser’s Annotated European Patent Convention”, Wolters Kluwer (updated every year)
  https://www.kluweriplaw.com/
— Singer/Stauder/Luginbühl, “Europäisches Patentübereinkommen – Kommentar”, Taschenkommentar, Carl Heymanns Verlag, 8th edition,
PCT-related

- P. Pollard, “Complete PCT Applicant’s Guide”, detailed contents & page numbers, all 5x WIPO applicants guides, updated yearly, fireballpatents.com/study-materials
- P. Pollard, “Complete PCT Applicant’s Guide”, detailed contents & page numbers, all 5x WIPO applicants guides, updated yearly, fireballpatents.com/study-materials
- P. Pollard, “Complete PCT Applicant’s Guide”, detailed contents & page numbers, all 5x WIPO applicants guides, updated yearly, fireballpatents.com/study-materials
webshop.deltapatents.com/en
— N. Blokhuis “Smart in C – A simple and efficient methodology for EQE Paper C”, www.helze.com
— DeltaPatents, “Main Exam Questions for Paper D”
webshop.deltapatents.com/en
— D. Herrmann, “Zielorientierte Methodiken zum Bestehen der Europäischen Eignungsprüfung (EEP) – Goal-oriented methodologies to pass the European Qualifying Examination (EQQ)”, C. H. Beck
— B. Cronin, “Drafting & Amendment of European Patents” (2 vol.), Patskills

Training

EPC-related

— Association Française des Spécialistes en Propriété Industrielle de l’Industrie
https://www.aspi-asso.fr/
— CEIPI – International Section
https://www.ceipi.edu/en/training/non-degree-courses/preparation-for-the-eqe
— Centre de Patents de la Universitat de Barcelona
www.ub.edu/centredepatents/es/
— DeltaPatents
www.deltapatents.com/eqe.html
— Examinatorium Europaeum – Repetitorium, FernUniversität Hagen
https://www.fernuni-hagen.de/rewi/studium/injure/FernR3Pshtml
— epi tutorials mock EQE, and epi student training plan
https://patentepi.org/en/epi-students/
— EQE training resources provided by the European Patent Academy
www.epo.org/learning-events/eqe/eqe-training
— e-learning at the EPO
e-courses.epo.org/
— JDD Consultants I.P. Courses
www.jddcourses.co.uk/
— VIPS/VESPA–Prüfungstraining
www.vespa.swiss/de/patentanwalt/ausbildung/pruefungstraining
— EQElibrium, EQE mock camps
www.eqelibrary.org
— Michalski • Hüttermann, Vorbereitungskurs zum C- und D-Teil der Europäischen Eignungsprüfung
www.mhpnet.net / eqe@mhpatent.de

Blogs

— European Patent Case Law
 europeanpatentcaselaw.blogspot.com/
— Blogs for all EQE Papers
eqe-deltapatents.blogspot.nl
(DeltaPatents)
— Salted Patent EQE Blog
saltedpatent.blogspot.com
— IPappify Blog on EPC, PCT, EPO CaseLaw, e-EQE
blog.ipappify.de/
— Fillun EQE blog,
www.fillun.com/eqe-blog
Centre d'Études Internationales de la Propriété Intellectuelle
CEIPI
Université de Strasbourg
Bâtiment LE CARDO
7 rue de l’Ecarlate
CS 20024
FR-67082 STRASBOURG Cedex
France
www.ceipi.edu
ceipi@ceipi.edu

European Patent Office
European Patent Academy
Professional Representatives unit
Bob-van-Benthem-Platz 1
80469 Munich
Germany
www.epo.org/learning/resources/patent-attorneys.html
academy@epo.org

Institute of Professional Representatives before the EPO epi
Bayerstr. 83
80335 Munich
Germany
patentepi.org
info@patentepi.org

This guide is available on the CEIPI, epi and EPO websites
www.epo.org/learning-events/materials/study-guide.html

Please send feedback on this brochure to
academy@epo.org

Published by
European Patent Academy
European Patent Office
Munich
Germany
© EPO 2022

Responsible for the content
European Patent Academy
academy@epo.org

Design
European Patent Office