

FEANI EUR ING Registration Applicant Guidance Notes

This guidance document will help the applicant complete the FEANI application form correctly. Incorrect information or lack of appropriate supporting evidence will result in a delay in processing the application.

The Application Process

Applications for the FEANI title EUR ING are processed initially through the applicant's member Institution. After Institution scrutiny the application form is passed to the Engineering Council which, in turn, forwards approved applications to the FEANI European Monitoring Committee, which awards the pre-nominal title EUR ING. As some Institutions specify a particular means of payment for EUR ING applications applicants are encouraged to contact their Institution for information about this.

Completing the Application Form

The application form is available from the FEANI website, via the link on the Engineering Council website. It can be downloaded in Word format (and completed electronically) and PDF format (for completion by hand). The following guidance should be followed when completing your application. Applicants are also encouraged to consult the FEANI Guide, also available from the FEANI website, in particular section 3.1 Professional Competence.

Personal Data

For ease of reference, please complete your full name with only the surname in capitals, e.g. SMITH, John Paul or John Paul SMITH.

Box 1 – Secondary Education

The **Final Certificate** details entered here should be the last qualification(s) gained in education up to the age of 18. For UK educated applicants this would be exemplified by A-levels.

NB. Contrary to the application form, the Engineering Council does not require you to provide a copy of the certificate for these qualifications.

Languages: there is no requirement to be fluent in more than one language.

Boxes 2 and 3

Only complete one of these boxes.

You should only complete Box 2 if you have gained a qualification that is either:

- a) **listed on the FEANI Index** - for UK degrees, this means if your qualification appears on the Engineering Council list of accredited courses (see our online accredited course database at <http://www.engc.org.uk/courses>);
- b) **deemed equivalent to a FEANI Index degree** – this means any degree that has been assessed as equivalent to a degree that fully satisfies the Chartered Engineer education requirement, including degrees from a country that is not a member of FEANI such as a Washington Accord degree;

c) **a qualification in a Cognate subject**, either mathematics or an engineering-related science subject.

If you complete this box do not complete Box 3.

Please note that under b) a minimum 4 years experience post-qualification is required; under c) a minimum 8 years experience post-qualification is required and the applicant must be at least 35 years old.

If your qualifications do not fit one of the above three categories, complete Box 3 and not Box 2.

Box 2 – Higher Education in Engineering

Institution awarding degree: the name of the higher education institution at which you studied the degree, e.g. Durham University.

Country: the country in which the qualification was gained, e.g. UK.

Discipline: The engineering discipline studied, e.g. mechanical engineering, software engineering.

Date: The date the degree was awarded.

Academic award/title: The full title as detailed on your degree certificate, e.g. Bachelor of Engineering.

Abbreviation: The abbreviated award, e.g. BEng (Hons); BSc.

Study from/to: The date the course was started and finished. For 2nd year direct entry, the start date should be that for the 1st entry, e.g. if entered 2nd year in 1995, the start date should be 1994.

A copy of the degree certificate must be attached for verification purposes.

Do not provide information about further education, as this information is not required.

Box 3 – Special Cases – Technical Education other than Box 2

If the applicant has gained Chartered Engineer status by any of the following routes, you will be processed as a Special Case for the purposes of FEANI:

- EC Exams
- CEI Exam
- Institution Exam
- Any qualification building on the base of a Higher National qualification (unless a subsequent accredited degree has been gained)
- Mature Candidate Route (MCR)
- Technical Report Option (where any academic qualification held does not fall in the scope of Box 2)

You are required to demonstrate 15 years experience (see Box 4) at a suitable level.

In all cases the applicant must be at least 35 years old.

As with Box 2, details of any titles awarded should include a brief description (e.g. degree title, Higher National title) and the name of the awarding body (i.e. university, Institution). A copy of each item detailed here should be attached.

Box 4 – Professional Engineering Experience

Please see [http://www. http://www.feani.org/site/index.php?id=151](http://www.feani.org/site/index.php?id=151) as an example professional engineering experience report. As per the example, the applicant should provide a report that clearly details professional engineering experience including positions held and their duration. The report should also demonstrate a career progression shown through increasing levels or responsibility. FEANI requires the report to be roughly one side of A4 (we do, however, emphasise the need for provision of full but concise information). The report must be certified by the applicant's employer and also signed and dated by the applicant. For self-employed and consulting engineers, the experience report should be certified by a recent client.

Please note: Special Case applications require a demonstration of a minimum 15 years professional engineering experience; those with Cognate qualifications 8 years minimum; and those with qualifications gained outside FEANI countries, 4 years minimum. Experience must be gained post-completion of education.

Box 5 – Professional Title

Currently all UK applicants will hold the title Chartered Engineer. This should be the only title entered in this box, with the abbreviation CEng, and the date of award entered. Please ensure that this date is correct.

NB. The title is awarded by the Engineering Council.

Box 6 – Certification by Candidate

Applicants should check the relevant boxes and ensure that all provided information is correct before signing. The completed application form should be submitted to your Institution with the appropriate fees, as set out on the Engineering Council website.