

## International Professional Engineer Application Form

Admission to the UK Section of the EMF International Register of Professional Engineers is open to Chartered Engineers who have completed:

- at least **Seven years of Engineering experience since graduation**, including
- at least **Two years in responsible charge of significant engineering work**,
- and who are **undertaking relevant Continuing Professional Development (CPD)**.

This form, plus supporting documentation, must provide the Engineering Council with sufficient evidence of the achievement of these requirements that compliance with them can be quickly and effectively assessed and verified. Applicants should ensure they have read the accompanying guidance notes before completing this form.

### Supporting Documentation

- **Engineering experience record** clearly details your personal responsibility and accountability
- **Organisation charts** which show your position in your company
- **Detailed CPD record** covering the last 24 months
- A copy of each of your **degree certificates**.

### Personal Details

|                        |           |               |
|------------------------|-----------|---------------|
| Title (Dr/Mr/Mrs etc.) | Forenames |               |
| Surname                |           | Date of Birth |

### Contact Details

|          |                     |
|----------|---------------------|
| Address  | Telephone           |
|          | Fax                 |
|          | Email               |
| Postcode | Country (if not UK) |

### Academic Qualifications

|                           |   |                    |
|---------------------------|---|--------------------|
| University (or other HEI) | Degree Course Title and Award, e.g. BEng (Hons) | Year of graduation |
|---------------------------|---|--------------------|

### Institution Membership

|   |
|---|
| Engineering Council Licensed Member through which <i>Chartered Engineer</i> title has been achieved |
|---|

## Checklist

(Tick all boxes to indicate documents are enclosed)

I have attached the following required items:

- Engineering experience record (this must be provided on the attached form)
- Organisation charts
- CPD record covering the last 24 months
- A copy of each of my degree certificates
- The application fee of £90.00

## Declaration (required of all applicants):

The data controller in respect of data provided by you on this form is the Engineering Council. We will use your data in order to administer the EMF International Register of Professional Engineers; this includes:

- recording the sanctions applied to International Registrants in any economy in which the engineer is registered, and
- providing International Registration status information to any person or organisation (engineering organisation, regulatory authority, recipients of services, e.g. employer, client) having a legitimate need for seeking verification.

Your data may be transferred to the organisations which are signatories to the Engineers Mobility Forum. Their names and addresses can be found on the International Engineering Alliance website, [www.ieagreements.org/EMF](http://www.ieagreements.org/EMF).

By signing below you consent to the use of your data in this manner. You acknowledge that your data may be transferred outside the European Economic Area to countries which do not have data protection laws equivalent to those in the UK.

|               |             |
|---------------|-------------|
| <b>Signed</b> | <b>Date</b> |
|---------------|-------------|

***This form and all accompanying documentation should be sent to your Institution***

### For Institution Staff Use Only

[Tick boxes to confirm enclosed. If any of these are missing, they should be obtained from the applicant before signing and dating the form.]

|  |  |  |  |
|--|--|--|--|
| <b>£90 Application Fee enclosed?</b>     |  | <b>Engineering Experience Record attached?</b> |  |
| <b>Organisation chart(s) attached?</b>   |  | <b>24 month CPD Record Attached?</b>           |  |
| <b>Degree certificate(s) attached?</b>   |  |  |  |
| <b>Signed (Application satisfactory)</b> |  | <b>Date</b>                                    |  |

### For Engineering Council Use Only

|                          |  |
|--------------------------|--|
| <b>Date CEng awarded</b> |  |
|--------------------------|--|

## International Register of Professional Engineers Application Form

### Record of engineering experience since graduation

*This must clearly identify your personal involvement and responsibilities in project teams etc. **Before completing, read Guidance Note 6.***

*(If more space is required, please print extra copies of this page and number pages accordingly)*

| Dates | Employer<br>(If self-employed<br>consultant, please<br>provide client name) | Job Title | Major Job Responsibilities |
|-------|---|-----------|----------------------------|
|       |   |           |                            |

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