International Engineering Technologist
Application Form

Admission to the UK Section of the ETMF International Register of Engineering Technologists is open to Incorporated 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/diploma/certificate certificates**.

**Personal Details**

<table>
<thead>
<tr>
<th>Title (Dr/Mr/Mrs etc.)</th>
<th>Forenames</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surname</td>
<td>Date of Birth</td>
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**Contact Details**

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<th>Address</th>
<th>Telephone</th>
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<tr>
<td>Fax</td>
<td>Email</td>
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<tr>
<td>Postcode</td>
<td>Country (if not UK)</td>
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**Academic Qualifications**

| University or College Name | Academic Qualifications Title and Award, e.g. BEng, HND, HNC | Year of graduation |

**Institution Membership**

| Engineering Council Licensed Member through which Incorporated Engineer 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 £105.00

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 ETMF International Register of Engineering Technologists; this includes:
- recording the sanctions applied to International Registrants in any economy in which the engineering technologist 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 Engineering Technologists Mobility Forum. Their names and addresses can be located on the Engineering Council website.

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.

Signed  
Date

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.]

<table>
<thead>
<tr>
<th>£105.00 Application Fee enclosed?</th>
<th>Engineering Experience Record attached?</th>
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<tbody>
<tr>
<td>Organisation chart(s) attached?</td>
<td>24 month CPD Record Attached?</td>
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<tr>
<td>Degree certificate(s) attached?</td>
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<td>Signed (Application satisfactory)</td>
<td>Date</td>
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For Engineering Council Use Only

Date IEng awarded

Author: PH
Date: 20141106
International Registration Payment Form

To be completed by the Institution:
Date: ____________________________________________________________________
Type of Registration: _______________________________________________________
Institution Name: ___________________________________________________________________
Names and DOB of registrants:

Payment Method:
Amount £_______________________________________________________________
Cheque □ Cheque No: ____________________________________________
BACS □ Reference No: ____________________________________________

Office Use Only:
Payment received: ______________________________________________________
Received by: _____________________________________________________________

*Please note that this form must be completed and returned with all international registration form submissions.

Author: PH
Date: 20141106
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)

<table>
<thead>
<tr>
<th>Dates</th>
<th>Employer (If self-employed consultant, please provide client name)</th>
<th>Job Title</th>
<th>Major Job Responsibilities</th>
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Author: PH
Date: 20141106
Record of Continuing Professional Development (CPD)

Before completing, please read Guidance Note 7.

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

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<tr>
<th>Date</th>
<th>Duration</th>
<th>Activity and brief description</th>
<th>Benefit Gained</th>
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Page No. ______  (To be written in 1st person singular tense)

Author: PH
Date: 20141106