



FEANI EUR ING Registration Applicant Guidance Notes

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

The Application Process

The European Engineer (EUR ING) register is operated by the European Federation of National Associations of Engineers (FEANI). The title is awarded by FEANI, following scrutiny of applications by its European Monitoring Committee.

Applications for European Engineer registration are processed initially through your professional engineering Institution. After institution scrutiny your application form is passed to the Engineering Council which submits it to the European Monitoring Committee (EMC). Please contact your institution for information on how to pay the EUR ING application fee.

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). There is also a Professional Engineer Experience Section that should be downloaded and completed; this, together with your completed application form, any supporting documentation and a brief overview CV of your engineering work experience will form your EUR ING application.

The following guidance should be followed when completing your application. You are also encouraged to consult the FEANI Guide to the EUR ING Register, 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>). If you gained your degree in another FEANI country, please check the FEANI INDEX Database online at http://www.feani.org/site/index.php?id=138&no_cache=1
- b) **deemed equivalent to a programme on the FEANI Index** – this means a degree that has been attained in a country that is not a full member of FEANI, and that is officially recognised in the UK as being equivalent to a programme on the FEANI INDEX. Details of the official recognition must be publicly available in a form that can be consulted by the EMC, such as a database of programmes recognised under the Washington Accord.
- c) **a qualification in a Cognate subject**, either mathematics or an engineering-related science subject from a school listed in the FEANI INDEX or officially recognised in the UK

Please note that under c) a minimum 8 years' experience post-qualification is required.

If your qualifications do not fit one of the above three categories, go to Box 3.

Box 2 – Higher Education in Engineering (leave blank if qualifications do not fit categories a-c above)

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. MEng, 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 beginning of the programme, 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 not covered by a-c above

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

- Individual assessment including non-accredited UK engineering degree
- Engineering degree from a FEANI country but not listed in the INDEX
- EC Exams
- CEI Exam
- Institution Exam

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- 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 none of the academic qualifications held falls within the scope of Box 2)

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

Details of any titles awarded should be included together with 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 include a chronology or overview CV of your professional engineering job titles/brief job description with dates. This should be certified by your employer and also signed and dated by you. If you are self-employed or a consulting engineer, the CV should be certified by a recent client.

In addition to this please download and complete the Professional Engineer Experience Section and add it to your application form with the other supporting documents.

This form is for you to provide brief details of how you can demonstrate that you have acquired professional engineering competences in a number of areas. You may not be able to demonstrate work experience in every area therefore you must demonstrate sufficient experience in the majority of the competences in each of the experience criteria. Your response to each section should not exceed 250 words and should demonstrate how you have applied your knowledge, skills and professional attitude in your engineering work since graduation.

Please note: Special Case applications require a demonstration of a minimum 15 years' professional engineering experience. If you have a cognate qualification, you must demonstrate a minimum of 8 years' experience gained after you completed your formal 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 Chartered Engineer title is awarded by the Engineering Council.

Box 6 – Certification by Candidate

You 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.