Enabling the information society

CEng and IEng registration
Application form

Surname/Last/Family name:	First names:	
Title (Mr/Mrs/Ms etc):	Date of birth (DD/MM/YY):	
BCS membership no:		

Home details

Address:		
Town/City:	Postcode:	Country:
Telephone:	Telephone (mobile):	

Work details

Organisation name:	Department:	
Address:		
Town/City:	Postcode:	Country:
Telephone:	Preferred mailing address (please tick):	Home ☐ Work ☐
Contact email:	Alternative email:	

Your work experience

Number of years working in IT:	Your current/most recent job title:
Your current CV/resume attached* ☐	Experience Statement form attached ☐

* Your CV/resume should include a description of the relevant key tasks and responsibilities for all your IT work experience, including your existing/most recent role.

Supporter

Please provide a supporter who will be able to validate your competence over the last year. Your supporter could be your manager, a senior colleague or a client.

If your supporter cannot comment on the whole of the last year, please provide details of further supporters on a separate sheet. Please obtain the agreement of your supporter before providing their contact details.

Surname/Last/Family name:	First names:	
Title (Mr/Mrs/Ms etc):	BCS membership no. and grade (if appropriate):	
Job title:	Professional relationship to you:	
Address:		
Postcode:	Country:	
Telephone:	Telephone (mobile):	
Email:		
Period of time during which you have known supporter:	From:	To:

Engineering Council

BCS is licensed by the Engineering Council to award Chartered Engineer (CEng) and Incorporated Engineer (IEng) registrations.

Please indicate your preferred registration by ticking the appropriate box below.

Chartered Engineer (CEng) ☐

***CEng:** • An accredited **Bachelors degree with honours** in engineering or technology, plus either an appropriate **Masters degree** or **Engineering Doctorate (EngD)** accredited by a professional engineering institution, or appropriate further learning to Masters level*;

• or an accredited integrated **MEng degree**.

Incorporated Engineer (IEng) ☐

***IEng:** An accredited **Bachelors or honours degree** in engineering or technology or a **Higher National Diploma** or a **Foundation Degree** in engineering or technology, plus appropriate further learning to degree level* or an **NVQ4** or **SVQ4** which has been approved for the purpose by a licensed professional engineering institution, plus appropriate further learning to degree level*.

***See www.qaa.ac.uk for qualification levels and HE reference points.**

The Engineering Council website provides a searchable database of accredited programmes. Please check the Engineering Council website: www.engc.org.uk/courses.

There are four routes your application can take for CEng and IEng registrations. Your application will receive an initial review assessment by our qualified assessors to determine the route most appropriate to your qualifications and experience:

- **Standard Route (Accredited)**
- **Experiential Route**
- **Technical Report Route**
- **Academic Individual Assessment Route**

Please ensure you complete and attach the Experience Statement Form, available at bcs.org/ceng and bcs.org/ieng with your application

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Standard Route (Accredited) Registration

For applicants who hold qualifications accredited by the Engineering Council.

Please visit www.engc.org.uk to determine whether your academic qualifications are accredited or recognised for either CEng or IEng Registration*see above. Please include authenticated certificates (copy signed by a senior colleague confirming they have seen the original) with your application (see guidance notes).

Engineering Council Accreditation reference number/s (if known): CEng: IEng:

Experiential Route

For applicants without exemplifying qualifications; this path enables applicants who do not have exemplifying qualifications to demonstrate their underpinning knowledge and understanding through evidence of their substantial work experience and knowledge gained.

Please ensure you complete and attach the Experience Statement Form, available at bcs.org/ceng and bcs.org/ieng

Please provide details of any relevant academic or vocational qualifications that you hold in the table below:

Technical Report Route assessment fee required - http://www.bcs.org/category/5780

For applicants without exemplifying qualifications; this path enables applicants who do not have exemplifying qualifications to demonstrate their underpinning knowledge and understanding through the production of a technical report.

Please provide details of any relevant academic or vocational qualifications that you hold:

Qualification	Course title (As shown on certificate)	Educational institution	Start date	Finish date	Mode of study (FT/PT/DL/Sandwich)
		Educational	Start	Finish	Mode of study

Academic Individual Assessment Route Registration assessment fee required **- http://www.bcs.org/category/5780**

For applicants who have BSc Hons and MSc degrees in relevant subjects which are not accredited by the Engineering Council (see guidance notes). This path enables applicants who have studied courses that have not been EC accredited but meet the academic requirement to have their qualifications reviewed by BCS in the same manner as an accredited qualification.

Do you have a Bachelor's degree with Honors and a Master's degree in Engineering or a technology-related subject (Chartered Engineer) or a Bachelor's Degree in Engineering or a technology-related subject (Incorporated Engineer)?

Yes ☐

If your qualifications meet the criteria defined via the Academic Individual Assessment route you may qualify to proceed to the Professional Review interview. Please detail qualifications below (i).

No ☐

Please refer to the guidance for the Experiential or Technical Report Routes.

For more information on the Academic Individual Assessment route to registration please visit www.engc.org.uk

Other documents will be required (see guidance notes)

(i) Academic qualifications

Please note: We require you to provide authenticated certificates for any qualifications detailed in your application.

Qualification	**Bachelors degree with Honours**	**Masters degree**
Course title: (As shown on Certificate)		
University/Institution:		
Start date:		
Graduation date:		
Mode of study (FT/PT/DL/Sandwich):		

What prompted you to make your application at this time? Please choose an option from the list below.

Press advert	☐	BCS website	☐	Other website	☐	BCS email	☐	Colleague	☐
University department/lecturer	☐	Employer	☐	BCS event	☐	BCS leaflet	☐	Search engine advertising	☐
BCS member	☐	Press publication	☐	Exhibition	☐	BCS presentation	☐	Other	☐

Fees: For the latest fees, please visit www.bcs.org/membership/fees

Your personal information

We recognise that your privacy is important to you. We will use the information you give us to provide BCS services to you, conduct market research and advise you about other products or services which may be of interest to you.

Your information will be kept securely and we will not disclose this to any third parties without your permission, unless we are required or permitted by law or other court order.

Full details of our data protection and privacy policies are online at www.bcs.org/privacy. You can opt out of emails from us at any time by contacting our Customer Service team by email (www.bcs.org/contactus) or by phone: +44 (0) 1793 417424

Declaration

I wish to be considered for **Chartered Engineer/Incorporated Engineer status** (please specify) with BCS, The Chartered Institute for IT. If admitted I agree to being governed and to comply with the Institute's Charter, Bye-Laws and Regulations from time to time in force and will abide by the BCS Code of Conduct from time to time in force.

Signature: **Date:**

If you are returning your application by email and are unable to sign it, please tick the box below to indicate your agreement to the declaration. **I agree to the declaration** ☐

Once completed please return with CV/Resume and Experience Statement form to:

BCS The Chartered Institute for IT

Membership Department First Floor Block D North Star House North Star Avenue Swindon SN2 1FA United Kingdom
Tel: +44 (0) 1793 417 424 Fax: +44 (0) 1793 417 444 Email: processing@hq.bcs.org.uk Website: www.bcs.org

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If you require this document in accessible format please call +44 (0) 1793 417 600

Enabling the information society

CEng and IEng registration: Guidance notes

To apply you will need to send us your signed application form, including supporter contact information, your current CV, work experience statement and an application fee (For the latest fees, please visit www.bcs.org/membership/fees). Where applicable, you will need to provide relevant authenticated certificates. Your supporter must have known you for at least 12 months and be able to comment on your work experience for the last 12 months.

Chartered Engineer criteria

Bachelor's Degree with Honours in engineering or technology, plus either an appropriate **Master's Degree** accredited or approved by a professional engineering institution or appropriate learning to Master's level or an accredited integrated MEng Degree.

Incorporated Engineer criteria

An accredited **Bachelor's or Honours Degree** in engineering or technology, or a **Higher National Certificate or Diploma*** or a **Foundation Degree** in engineering or technology, plus appropriate further learning to degree level.

*Rules apply to Higher National Certificate or Diploma. Visit http://www.engc.org.uk/accreditation/hn_awards.asp for further information.

The information detailed below will be requested during the application process by Membership Operations and is not required with your initial application.

Standard Route (Accredited)

For applicants who hold qualifications accredited by the Engineering Council, for either Chartered Engineer (CEng) or Incorporated Engineer (IEng).

Minimum requirements

- Refer to Engineering Council website for accredited or recognised qualification course lists – www.engc.org.uk
- Make a note of the course reference number and note this on the application form
- Authenticated certificates are required as proof – a photocopy or scan signed by a work colleague will suffice
- There will be a peer assessment of your application

Experiential Route

The Experiential Route enables applicants who do not have exemplifying qualifications to demonstrate their underpinning knowledge and understanding through evidence of their substantial work experience. Our assessors will review your CV and Experience Statement and if sufficient evidence of the core competencies has been provided, you will progress directly to Professional Review Interview.

Technical Report Route

If the evidence does not sufficiently demonstrate the necessary underpinning knowledge and understanding to support the Experiential route, the assessor may request further information from you or recommend that you progress via the Technical Report Route instead.

Requirements:

• Initial two page synopsis of the proposed Technical Report.
• Following successful assessment of synopsis, a full Technical Report should be submitted for peer assessment. The report must be 3000 to 10000 words, dependent upon qualifications and registration applied for. Membership Operations will advise.
• Individual Case Procedure (ICP) assessment fee (for the latest fees, please visit **www.bcs.org/membership/fees**).
• A Technical Report interview (TRI) will be conducted

Once all requirements have been satisfied by any of the 4 routes, all applicants will be required to attend a Professional Review interview (PRI).

Academic Individual Assessment Route Registration

For applicants who have BSc Hons and MSc Degrees in relevant subjects which are not accredited by the Engineering Council.

If you hold a relevant BSc Honours Degree and MSc Degree which are not accredited by Engineering Council, please provide us with information regarding the courses' content and our Accreditation Department will make an assessment to see if they meet the relevant academic benchmarks.

Minimum requirements

- Transcripts
- Syllabus/syllabi
- Final year projects
- Individual Case Procedure (ICP) assessment fee (For the latest fees, please visit www.bcs.org/membership/fees).
- Authenticated certificates are required as proof – a photocopy or scan signed by a work colleague will suffice
- There will be an academic assessment, recommendations and/or an interview conducted

Further information that may be required (desirable)

- Module content documents
- Exam papers