

ENGINEERING TECHNICIAN APPLICATION

Institution of
**MECHANICAL
ENGINEERS**

Return your application to:
Institution of Mechanical Engineers
1 Birdcage Walk
Westminster
London SW1H 9JJ

For help with your application:
UK telephone: 0845 226 9191
Int telephone: +44 (0)20 7304 6999
Email: membership@imeche.org
Web: www.imeche.org/engtech

Application to become a **Member** of the Institution of Mechanical Engineers and an Engineering Technician (EngTech MIMechE)

About this form

This is your Engineering Technician (EngTech) registration application form. We have made it as simple as possible to complete so that you can focus on using it to demonstrate the professional and personal skills that will secure your professional registration.

There are only three sections to this form. These are:

1. About you
2. Assessment questions
3. Your sponsor

Once complete, you need to sign it and attach it to an email and send it to **membership@imeche.org**. We will then put your application forward for assessment for you.

Eligibility

It is estimated that more than one million people in the UK work in different engineering and technician roles. Those with a verifiable level of skill and experience are eligible for professional registration as EngTech.

Many who are eligible have a BTEC, NVQ or SVQ Level 3 – or similar qualifications. Others will have developed their skills and status primarily through hands-on experience.

In completing this form, you will demonstrate that you meet the five requirements for EngTech registration in the following ways:

- A. You use engineering knowledge and understanding to apply technical and practical skills;
- B. You contribute to the design, development, manufacture, construction, commissioning, operation or maintenance of products, equipment, processes, systems or services;
- C. You accept and exercise personal responsibility;
- D. You use effective communication and interpersonal skills;
- E. You make a personal commitment to an appropriate code of professional conduct, recognising obligations to society, the engineering profession and the environment.

Using this form

To help us keep your application simple, we would like to ask the following:

- Please fill out all applicable fields (guidance is available on which these are);
- Please type in black font;
- Please attach copies of any relevant qualification certificates.

You must complete all sections before you submit your application:

1. About you
2. Assessment questions
3. Your sponsor

If you are unable to email your application to us, please post it to:

Membership Applications
Institution of Mechanical Engineers
1 Birdcage Walk
Westminster
London SW1H 9JJ

Section 1: About you

Part A: Your details

Title
☐ Mr ☐ Mrs ☐ Miss ☐ Ms Other:

First name

Surname

Date of birth

Membership number (if already a member)

Home address

Country Post code

Personal email

Home phone Mobile phone

Part B: Current employment

Job title

Date appointed by company:

Name of employing organisation Department

Work address

Country Post code

Work phone Work email

Preferred address for correspondence ☐ Home ☐ Work

Part C: Higher and further education

Please include copies of your certificate(s) for your BTEC, NVQ or SVQ Level 3 or similar qualifications.

Start date

End date

Course/Qualification Title

Educational Establishment

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Part D: Career History

Current position

Start date

End date

Employer & Job Title

Roles and Responsibilities

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Past employment

Start date

End date

Employer & Job Title

Roles and Responsibilities

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Part E: Work based learning

Start date	End date	Courses Attended	Company/Course Provider

Part F: Your industry classification

Select the sector most relevant to you and refer to the guidance notes for the detailed list of expertise:

- | | | | |
|--|--|--|---|
| ☐ Aerospace | ☐ Environmental Mgt. Systems | ☐ Mining & Quarrying | ☐ Shipping/General Insurance |
| ☐ Army | ☐ Gas Industry | ☐ National Health Service | ☐ Steel Production/Drilling |
| ☐ Automobile Industry | ☐ Government Inspectors and Engineers | ☐ Nuclear Engineering | ☐ Telecommunications |
| ☐ Bio-Medical | ☐ Health and Safety Officers | ☐ Oil Industry and Offshore Engineering | ☐ Water Industry |
| ☐ Building Services | ☐ Higher Education | ☐ Power/Non-Nuclear | ☐ Other (please specify): |
| ☐ Computers and IT | ☐ Machine Tools | ☐ Process Industries | |
| ☐ Consulting Engineers | ☐ Maintenance Engineering | ☐ Railway Engineering | |
| ☐ Control and Instrumentation | ☐ Management Consultants | ☐ Royal Navy | |
| ☐ Defence Industry Systems | ☐ Manufacturing Industries | ☐ Royal Air Force | |

Part G: Staying in touch

We would like to keep you informed of relevant services that may be of benefit to you. Please tick the boxes below to let us know what you'd like to hear about:

- ☐ News and updates from the Institution
- ☐ Events and training opportunities
- ☐ Services and offers from our preferred partners

Your personal data is stored on our membership database and treated with the highest confidentiality in line with current data protection legislation.

For more information visit www.imeche.org/privacypolicy

Part H: Your declaration

This is your declaration, please ensure that you read it carefully before you sign below.

I, the undersigned, certify the information provided here is true, and do hereby agree that in the event of my election I will be governed during my membership by the Royal Charter and the By-Laws of the IMechE, as they are now formed or as they may hereafter be altered, and that I will not use any titles, abbreviated titles or descriptions associated with IMechE except those to which I am entitled under the By-Laws.

I further understand that I will pay an annual subscription as prescribed in the By-Laws, and if at any time I shall desire to withdraw from the Institution, I will forthwith pay all arrears of subscriptions or other payments due from me.

An application for Membership and Professional Registration includes the obligation to review and abide by the Code of Conduct, and particularly regulation CR.7. This requires that all Members advise the Institution promptly if convicted of a criminal or civil offence anywhere in the world (excluding fixed penalty notice offences, spent or protected convictions.) Failure to fully disclose or provide the required information may be the basis for future sanctions under the Code of Conduct, including ultimately the revocation of the Membership and Professional Registration.

An application for Membership and Professional Registration can only be made with written permission of the applicant, by signature here, for the Institution to exchange information with our Member volunteer community of professional engineers, who will use this only for the purposes of reviewing eligibility against the published membership criteria.

Signature

Date

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Section 2: Assessment questions

Question one

Please refer to the Guidance Notes which accompany this application form for further guidance on completing this section.

1. Give an example of a project or task where you solved a technical problem, explaining your role and how you selected the appropriate techniques, procedures and methods used. Tell us about any scientific, technical or engineering principles you used and how you reported or made recommendations on what you did to your employer or other people involved such as clients or suppliers. Include anything you did to prevent harm to people, equipment or data.

Write about 450-500 words.

Section 2: Assessment questions

Question two

Please refer to the Guidance Notes which accompany this application form for further guidance on completing this section.

2. Give an example of how you have identified, planned, and organised the resources needed to effectively complete a project, explaining how you took into consideration cost, quality, safety and any environmental impact. Remember to think about what equipment was used, how data was gathered and analysed and how you initiated the project to produce the desired outcome.

Write about 450-500 words.

Section 2: Assessment questions

Question three

Please refer to the Guidance Notes which accompany this application form for further guidance on completing this section.

3. Give an example of how you have complied with the Institution's Code of Conduct, how you keep in touch with developments in your technical area and how you have continued to develop your knowledge and skills?

Write about 450-500 words.

Section 3: Your sponsor

You will need one sponsor to provide their contact details and sign your application. Your sponsor can be EngTech, IEng or CEng registered with any Engineering Council listed engineering institution; although preferable, they do not have to be a member of the IMechE. Your sponsor should read your application thoroughly to confirm they are in agreement with the information you have provided. They are signing the form to indicate that they believe you are suitable for consideration for registration and as a Member of the Institution of Mechanical Engineers.

Sponsor Declaration

I understand that, by acting as sponsor, I will be supporting this applicant and thus recommending the applicant to the Trustee Board as worthy of consideration for membership. Having read the By-Laws, I am of the opinion that this applicant should be considered for election to the class indicated.

Title

☐ Mr ☐ Mrs ☐ Miss ☐ Ms Other:

First name

Surname

Date of birth

D

D

M

M

Y

Y

Y

Y

Class and Institution (eg. CEng MIMechE as applicable)

IMechE Membership / EC number (if applicable)

Company

Address

Country

Post code

Personal email

Signature

Date

D

D

M

M

Y

Y

Y

Y