

- 9.1** Engineers Ireland recognises that there are candidates seeking membership who, although they do not hold an accredited or recognised engineering or cognate qualification, may have been carrying out the functions of an engineer for an extensive period. Engineers Ireland also recognises that the formation and development of an engineer can take place in a wide range of settings. Candidates applying under this route may have informally studied engineering and attended various training courses throughout their career, enabling them to function as professional engineers in the workplace.
- 9.2** Candidates are required to demonstrate that they are currently working in, and that they have a minimum of 15 years experience within, an engineering role. It is expected that such an applicant will have worked under the supervision of a Chartered Engineer or with a Chartered Engineer who is familiar with the candidate's formation in engineering and is prepared to provide an evaluation of the candidate's expertise and contribution to the engineering profession.
- 9.3** Members of Engineers Ireland are normally graduates of engineering programmes, or of cognate subjects to engineering, and they generally:
- ▶ Have the ability to derive and apply solutions from a knowledge of sciences, engineering sciences, technology and maths.
 - ▶ Have the ability to identify, formulate, analyse and solve engineering problems.
 - ▶ Have the ability to understand the design of a system, component or process to meet specified needs.
 - ▶ Have the ability to design and conduct experiments and to analyse and interpret data.
 - ▶ Have an understanding of the need for high ethical standards in the practise of engineering, including the responsibilities of the engineering profession towards society and the environment.
 - ▶ Have the ability to work effectively as an individual, in teams and in multi disciplinary settings together with the capacity to undertake continuing professional development and life long learning.
 - ▶ Have the ability to communicate effectively with both the engineering community and society at large.
 - ▶ It is expected that candidates applying for membership through this route will demonstrate that they have achieved the formation of an engineer, as detailed

above. Candidates are required to demonstrate through their application reports that they have achieved the equivalent engineering formation as an engineering graduate of an Engineers Ireland accredited Level 7 or Level 8 engineering programme.

Please note all documents must be submitted in English, including qualifications. If the originals are not in English please provide a certified translation in addition to the original document.

9.4 How to apply

If you have no formal engineering qualification or a qualification from the specified cognate list (detailed in **section 8.1** of this document); and can satisfy the requirement that you are currently working in, and have a minimum of 15 years technical experience within, an engineering role you must provide the following information to apply for membership:

■ **Application Form**

Please complete the online application form [here](#).

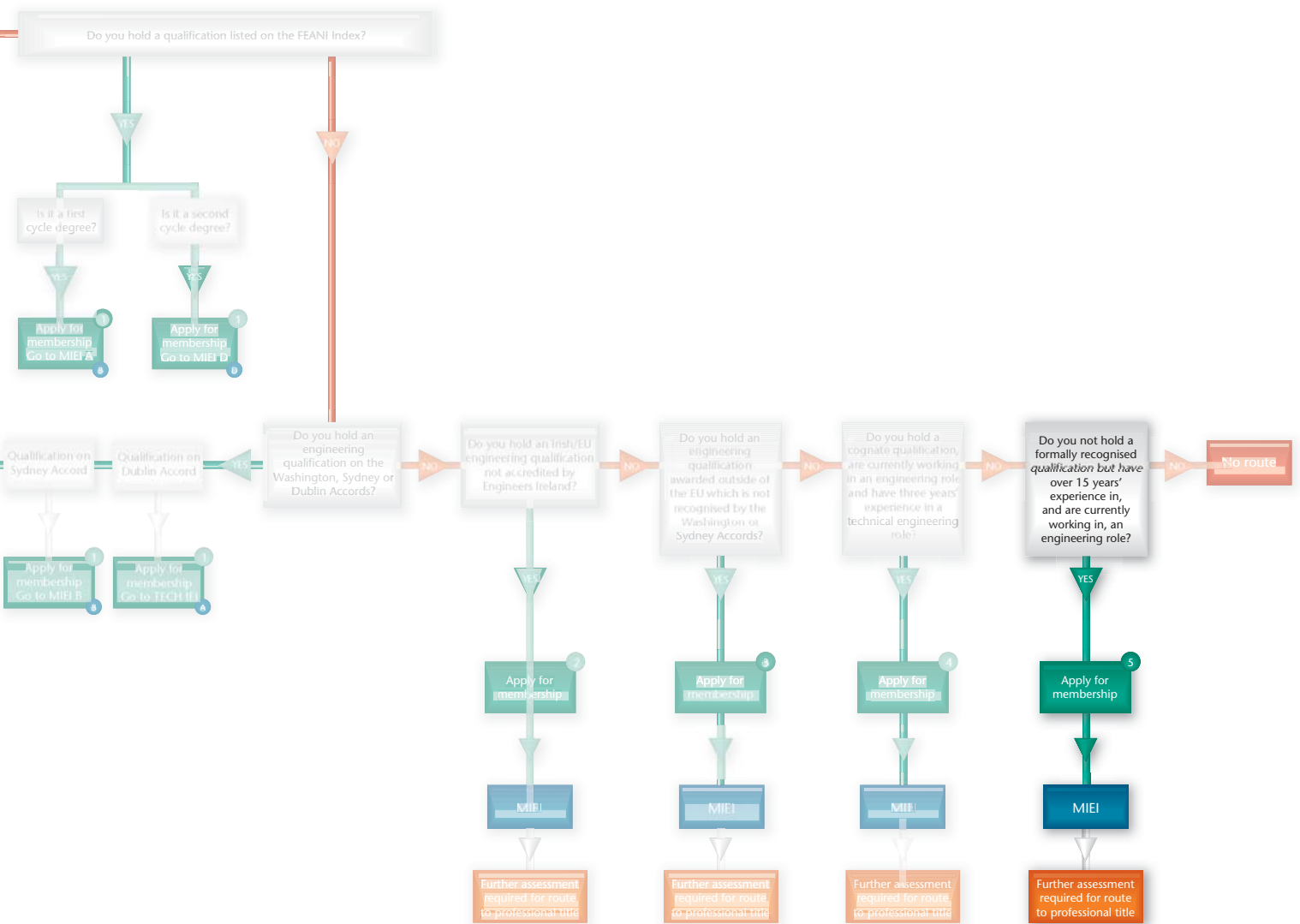
or

Alternatively you may wish to complete the hardcopy on page 55 and forward it to the address below. If so please complete all sections of the membership application form

Membership Team,
Engineers Ireland
22 Clyde Road,
Ballsbridge,
Dublin 4
Ireland.

■ **Proof of Continuing Professional Development (CPD)**

You are required to provide proof of training and CPD that you have taken throughout your career. Candidates are advised to provide as much details as possible, including any accredited certifications or transcripts of results. This should be provided in tabular format, as indicated on page 58.



■ Experience Report

You are required to provide a 3,000 word report in support of your application. An electronic copy of the report should be submitted.

i) Content:

You may have developed as an engineer through:

- Participating in educational and training programmes related to engineering
- Working with Chartered Engineers on engineering projects and involvement in project design and implementation
- Executing engineering projects of increasing complexity over a period of years

- Researching engineering literature and reports to find solutions to engineering problems
- Having been assigned to projects requiring engineering analysis and analysis by an employer recognising your engineering skills.

This report should concentrate on demonstrating your development path in consideration of the points raised above. It should detail your own personal responsibility and contribution to the engineering role you are working in. It should focus on the engineering principles and expertise you apply in your role, detailing the discipline of engineering involved. It should provide the basis for a critical evaluation of your knowledge and competence to

function as a professional engineer in that engineering discipline. It should detail the roles you have played through your career, explaining actual responsibilities within the projects detailed. It should also demonstrate how this experience has contributed to your formation as an engineer. Please refer to **Section 9.3** above for further information on the formation of an engineer.

If the report is partially based on work you have undertaken as a member of a team then the level of supervision and the specific contributions you have made should be clearly indicated.

The report should clearly demonstrate that you are currently working in an engineering role and that you have a minimum of 15 years engineering experience.

ii) Format:

The report should be submitted in soft copy. It should have the following:

- Front page detailing the title of the report; the candidate's name; and the date of submission.
- A table illustrating your career summary details in chronological order from graduation. The table should be in the format shown on page 56.
- Footnotes and indented quotations should be single line spaced. A list of references may be included at the end of the main body of the text. References should be provided in the following format: Surname and initials of author, title of paper, book or publication, name and city of publisher, volume number, and page number.
- The report should be presented in a classic font, font size 12.
- Page numbers should be indicated.
- Photographs or diagrams must be included within the text of the report.
- Appendices should be named alphabetically.

iii) Statement of Authenticity:

You are required to provide a statement of authenticity with the above report. The following statement should be located on the page preceding the abstract and it must be signed and dated.

I hereby certify that this report has been prepared in its entirety by me and that all statements and claims made therein are true and accurate.

The signed statement may be either scanned into the submitted report or a hardcopy may be submitted to the membership team.

Any candidate found to have engaged in plagiarism will be disqualified.

iv) Confidentiality

The Membership and Qualifications Board is bound by Council to maintain complete confidentiality with regard to proprietary or commercially sensitive information relating to a candidate's work or the activities of their employing organizations. Applicants should seek the permission of their employer to include information which could be deemed to be commercially sensitive.

■ **Engineering Project Report**

In addition to the Experience Report you are also required to provide a 2,500 word Engineering Project report in support of your application. A soft copy of the report should be submitted.

i) Content:

The report should describe in detail an engineering project which you have successfully undertaken. The report should clearly demonstrate your understanding and application of engineering design and analysis in relation to the project. It should clearly illustrate the role you have played in the delivery of the project, explaining your actual involvement and the work required. This main function of this report is to assist the Membership and Qualifications Board in the assessment of your engineering design experience.

ii) Format:

The report should be submitted in soft copy. It should have the following:

- Front page detailing the title of the report; the candidate's name; and the date of submission.
- Footnotes and indented quotations should be single line spaced. A list of references may be included at the end of the main body of the text. References should be provided in the following format: Surname and initials of author, title of paper, book or publication, name and city of publisher, volume number, and page number.
- The report should be presented in a classic font, font size 12.

- Page numbers should be indicated.
- Photographs or diagrams must be included within the text of the report.
- Appendices should be avoided if possible.

iii) Statement of Authenticity:

You are required to provide a statement of authenticity with the above report. The following statement should be located on the page preceding the abstract and it must be signed and dated.

I hereby certify that this report has been prepared in its entirety by me and that all statements and claims made therein are true and accurate.

The signed statement may be either scanned into the submitted report or a hardcopy may be submitted to the membership team.

Any candidate found to have engaged in plagiarism will be disqualified.

iv) Confidentiality

The Membership and Qualifications Board is bound by Council to maintain complete confidentiality with regard to proprietary or commercially sensitive information relating to a candidate's work or the activities of their employing organisations. Applicants should seek the permission of their employer to include information which could be deemed to be commercially sensitive.

■ **Supporters**

Your application, including in particular your reports, must be supported by two Chartered Members of Engineers Ireland.

The two Chartered Engineers should be directly familiar with your formation and experience to date as an engineer. Each supporter should make themselves familiar with the requirements for this application route. They should also be prepared to support your application report by reading it and completing the required supporters form. This form confirms that, in the supporters considered view, you (the applicant) are a candidate who merits consideration as having achieved the experience required for admission to MIEI (membership of Engineers Ireland). The form should be printed and signed by your supporters and forwarded in hardcopy to the membership team.

Only in exceptional circumstances will Engineers Ireland consider alternative arrangements, where because of the nature of a candidate's employment, he/she cannot provide two supporters who are Chartered Engineers.

The relevant form is on page 57.

■ **Payment of Subscription Fees**

You must pay your subscription fee either through the online application form or by Irish bank cheque, Irish postal order or debit/credit card by calling the membership hotline at 01 665 1334. We can also issue you an invoice for your employer/company.

Details of Engineers Ireland membership fees may be found [here](#).

■ **Payment of Report Assessment Fee**

There is a fee charged for the assessment of your application support documentation. Details of the assessment fee may be found [here](#).

You must pay your assessment fee by Irish bank cheque, Irish postal order or debit/credit card by calling the membership hotline at 01 665 1334.

9.5 On submission of the completed application it will be presented for assessment at the next Membership and Qualifications Board meeting. These meetings take place every month, with the exception of August. If candidates are successfully elected to membership they will be entitled to use the post nominals, MIEI, after their name. Candidates are normally advised within one week of the Board meeting.

9.6 On election to membership candidates will be advised that they have NOT been assessed for a route to any of the Professional Titles. All members are encouraged to progress to the professional title, providing accredited status of and public confidence in their ability to practise as a professional engineer. For more information on assessment for a route to a Professional Title candidates should contact the membership team at membership@engineersireland.ie or 01 665 1334

THE CHECKLIST FOR YOUR FULL APPLICATION IS:

- Application form *page 55*
- Experience Report,
including Statement of Authenticity *page 56*
- Engineering Project Report,
including Statement of Authenticity
- Supporters Form *page 57*
- Proof of Continuous
Professional Development *page 58*
- Subscription Fee
- Assessment Fee

APPLICATION FOR MEMBERSHIP

TYPE or BLOCK CAPITALS please



Surname:		Current employer:	
Forenames:		Business address:	
Home address:			
		Tel: Fax:	
Tel:	Mobile:	Email (applicant):	
Email:		Job title:	
Date of birth / / Mr/Ms/Miss/Mrs		Address for correspondence: <input type="checkbox"/> Home <input type="checkbox"/> Business	

Qualifications (please list all relevant qualifications and attach copy parchments)

Qualification awarded	Grade awarded	College	Duration of course	Full-time Part-time	Discipline	Year of entry	Year of graduation

Membership of other professional bodies

Name of organisation	Grade	Abbreviated title	Current or past	Year of admission

Engineering Division (please tick up to three boxes)

- | | | |
|--|--|--|
| <input type="checkbox"/> Agricultural & Food | <input type="checkbox"/> Electrical & Electronic | <input type="checkbox"/> Information Communications Technology (ICT) |
| <input type="checkbox"/> Biomedical | <input type="checkbox"/> Energy – Environment | <input type="checkbox"/> Local Government |
| <input type="checkbox"/> Chemical & Process | <input type="checkbox"/> Extractive Industries | <input type="checkbox"/> Mechanical & Manufacturing |
| <input type="checkbox"/> Civil | <input type="checkbox"/> Fire and Safety | <input type="checkbox"/> Structures & Construction |

Societies (please tick the societies you would like to be affiliated with)

- | | | |
|---------------------------------------|---|--|
| <input type="checkbox"/> Academic | <input type="checkbox"/> Heritage | <input type="checkbox"/> Roads & Transportation |
| <input type="checkbox"/> An Roth | <input type="checkbox"/> MEETA | <input type="checkbox"/> Water & Environmental Engineering |
| <input type="checkbox"/> Geotechnical | <input type="checkbox"/> Project Management | <input type="checkbox"/> Young Engineers |

Were you referred by a friend?

Referrer's first name Referrer's family name
 Referrer's membership number

DECLARATION: I hereby apply for membership of Engineers Ireland. I agree that the college(s) from which I graduated may release details of my qualifications to Engineers Ireland. I undertake that if elected I will abide by the code of ethics, bye-laws and membership regulations of Engineers Ireland. I accept responsibility for the accuracy of the particulars contained in this form including my qualifications and I agree that if admitted to membership the validity of my admission shall depend upon the accuracy of such particulars. I agree to the Engineers Ireland Data Retention Policy. I agree, if applying for membership through the Refer a Friend Scheme, to have read and to agree to the terms and conditions of the Scheme.

Signature:

Date:

FOR OFFICE USE ONLY

Date received:	<input type="text"/>	Amount paid:	<input type="text"/>	Provisional No.	<input type="text"/>
Date acknowledged:	<input type="text"/>	A. sub	<input type="text"/>	Membership No.	<input type="text"/>

CAREER SUMMARY TABLE

Employment dates

From:

To:

Company:

Position:

Responsibilities:

Supervisor:

Employment dates

From:

To:

Company:

Position:

Responsibilities:

Supervisor:

Employment dates

From:

To:

Company:

Position:

Responsibilities:

Supervisor:

Employment dates

From:

To:

Company:

Position:

Responsibilities:

Supervisor:

Supporters of this Application

Applicants are required to have their application supported by two Chartered Members of Engineers Ireland who are directly familiar with all or part of the applicant's work and his/her engineering practice and ability.

Each supporter is expected to read the candidate's application prior to signing this Support Form.

Only in exceptional circumstances will Engineers Ireland consider alternative arrangements, where, because of the nature of an applicant's employment, he/she cannot provide two supporters who are Chartered Engineers. In such cases, the applicant should make an application to Engineers Ireland to propose an alternative at least one month before submitting their application.

APPLICATION SUPPORTER (1)



Surname:	<input type="text"/>	Engineers Ireland number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Forename:	<input type="text"/>	Current Employer:	<input type="text"/>
Home Address:	<input type="text"/> <input type="text"/> <input type="text"/>	Business Address:	<input type="text"/> <input type="text"/> <input type="text"/>
Mobile:	<input type="text"/>	Telephone:	<input type="text"/>
Engineers Ireland title:	<input type="text"/>	Email:	<input type="text"/>
<i>In my considered view, as a Chartered Engineer and member of Engineers Ireland, <input type="text"/> merits consideration for admission to MIEI (Membership of Engineers Ireland)</i>			
Signed:	<input type="text"/>	Date:	<input type="text"/>

APPLICATION SUPPORTER (2)



Surname:	<input type="text"/>	Engineers Ireland number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Forename:	<input type="text"/>	Current Employer:	<input type="text"/>
Home Address:	<input type="text"/> <input type="text"/> <input type="text"/>	Business Address:	<input type="text"/> <input type="text"/> <input type="text"/>
Mobile:	<input type="text"/>	Telephone:	<input type="text"/>
Engineers Ireland title:	<input type="text"/>	Email:	<input type="text"/>
<i>In my considered view, as a Chartered Engineer and member of Engineers Ireland, <input type="text"/> merits consideration for admission to MIEI (Membership of Engineers Ireland)</i>			
Signed:	<input type="text"/>	Date:	<input type="text"/>

TRAINING / CPD RECORD

Training Course title:

Duration:

Location:

learning outcome:

Training Course title:

Duration:

Location:

learning outcome:

Training Course title:

Duration:

Location:

learning outcome:

Training Course title:

Duration:

Location:

learning outcome: