

# Quick Guide to...



## Incorporated Engineer (IEng) Individual Report Route\*

### Benefits

This is a designation that is recognised around the world, and can be achieved by those in the full range of engineering disciplines. Registration is hard to achieve and its rigour is recognised and valued as a hallmark for all those who hold it.

### Eligibility

Any CICES Member or Fellow regardless of prior academic qualifications.

### How to Apply

Download the guidebook to registration as a Incorporated Engineer from the CICES website ([www.cices.org](http://www.cices.org)) to see what is entailed in making an application.

Download the UK-Spec document (Engineering Council website [www.engc.org.uk](http://www.engc.org.uk)). The assessment is made against the Incorporated Engineer specification.

Complete the expression of interest form from the CICES website and submit it.

The Membership Department (acting as Engineering Council registration qualifications manager) will advise on next steps; making a formal application, payment of fees and allocation of a mentor, and will answer questions about the process).

### What is Involved?

There are a number of documents to produce for assessment. These are submitted in stages:

#### Initial:

Stage 1 application form.

Stage 1 application fee.

#### Stage 1:

One page CV.

500 word synopsis of the proposed Individual Report.

Completed competence and commitment statements (approx. 2,500 words).

Three years of Continuing Professional Development records.

Details and credentials of the mentor consulted (may have been allocated by CICES or chosen via networking or employer).

There will be a response to this application and in particular feedback with regards to the synopsis. It is possible that the synopsis may need to be re-structured, or re-written with a different topic.

#### Stage 2:

Stage 2 application form.

Stage 2 application fee.

Individual Report (3,000-8,000 words excluding acknowledgements, references, bibliographies and appendices).

Completed authentication form.

Brief update of CPD records (including activity since stage one application made).

Personal Report (approx. 2,000 words).

Sponsors' questionnaires.



These will then be assessed for completeness and then for suitability to be put forward for the review interview.

### Stage 3:

We will advise in due course on the outcome of the desk assessment and, if successful, the date and venue of the Review Interview.

### Review Interviews

There are potentially two interviews in one day.

### Academic Review:

Review against Competence and Commitment Standards A and B.

Must demonstrate underpinning engineering knowledge against any examples used in the Individual Report up to the equivalent of Bachelor's Degree standard.

The Academic Review Interview lasts for 90 minutes. The first 30 minutes takes the form of a presentation by the applicant. After the Academic Review, the candidate will be called back to speak to the panel. The feedback at this stage will either be that the application has been unsuccessful or that the candidate is invited to return to the afternoon Professional Review Interview (up to 60 minutes).

### Professional Review:

Review against Competence and Commitment Standards C, D and E.

The Professional Review Interview lasts for up to 60 minutes and does not require a presentation.

### The Outcome

The award will be made (if successful) by the Engineering Council once the documentation has been scrutinised and cleared.

The outcome is either successful or not. There are no deferrals or referrals or other grade offered. However, you can resit the Professional Review.

\* Accelerated routes exist for applicants with an exemplifying qualification and for EU applicants eligible to apply under the Professional Qualifications and Services (Amendments and Miscellaneous Provisions) (EU Exit) Regulations 2020. Please contact the Membership Coordinator at [membership@cices.org](mailto:membership@cices.org) for further details.