

# Quick Guide Plus to...



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

### Short Guidebook for Applications

Members and Fellows of CICES can take the three Stage Review process in order to achieve registration with the Engineering Council as a Incorporated Engineer.

Those who are interested in finding out more should consult 'Individual Report Route for Professional Registration to Incorporated Engineer' and the Engineering Council 'UK-SPEC', both of which can be downloaded from the CICES website ([www.cices.org](http://www.cices.org)).

Candidates will be expected to show a high level of engineering knowledge and understanding within the context of their particular role as a civil engineering surveyor.

The Individual Report Route is based on experience, knowledge and competency and not on prior academic qualifications.

### Stage 1

#### Candidates must submit:

- Stage 1 application form.

- Stage 1 application fee.

- A 500 word synopsis of the Individual Report that you plan to submit.

- One page CV.

- Authenticated competence and commitment statements. The competence and commitment statements are made against the UK-SPEC requirements. They must describe clearly and concisely your experience in the civil engineering industry, professional achievements and responsibilities in the context of the UK-SPEC statements.

- CPD records for three years.

- Mentor details.

Submit the application documents electronically to [membership@cices.org](mailto:membership@cices.org)

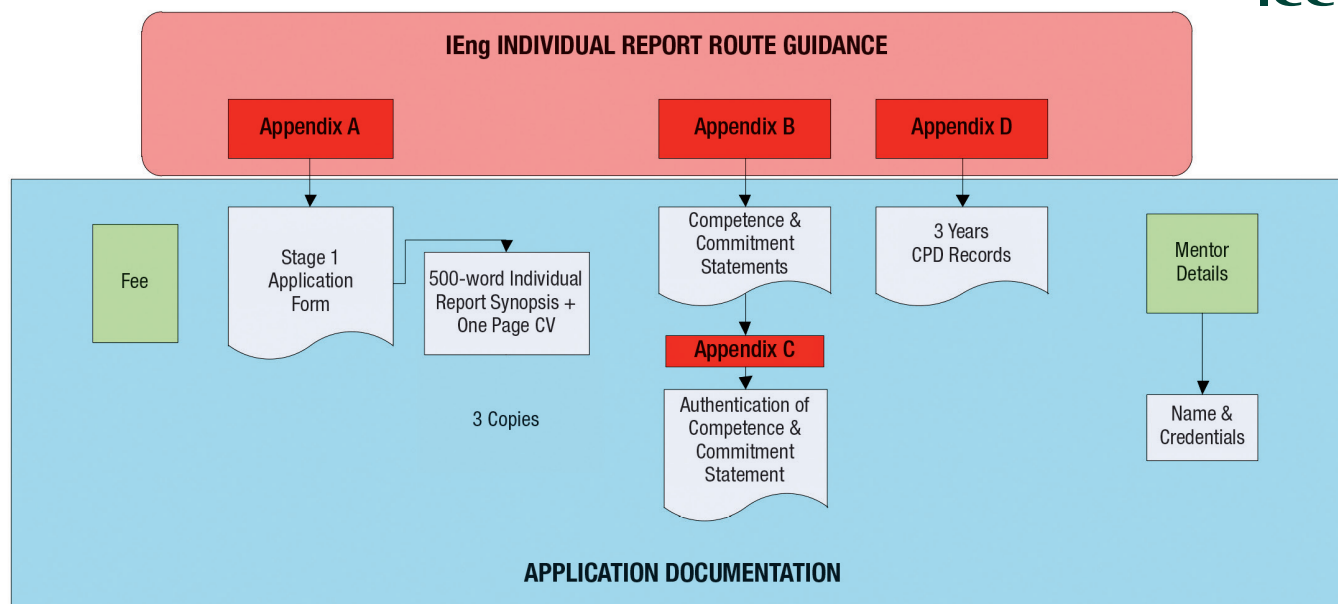
#### Response in 6 weeks either:

- A rejection.

- Candidate allowed to proceed to Stage 2 (two years validity).

See Stage 1 Flowchart for guidance.

## Stage 1 Flowchart



## Stage 2

Candidates must submit:

Stage 2 application form.

Stage 2 application fee.

A full Individual Report (3,000 to 8,000 words excluding acknowledgements, references, footnotes, bibliography and appendices). Here you have to show that you are familiar with the subject matter of the report and give sufficient detail to demonstrate an understanding of the issues, with the application of engineering principles underpinning the arguments.

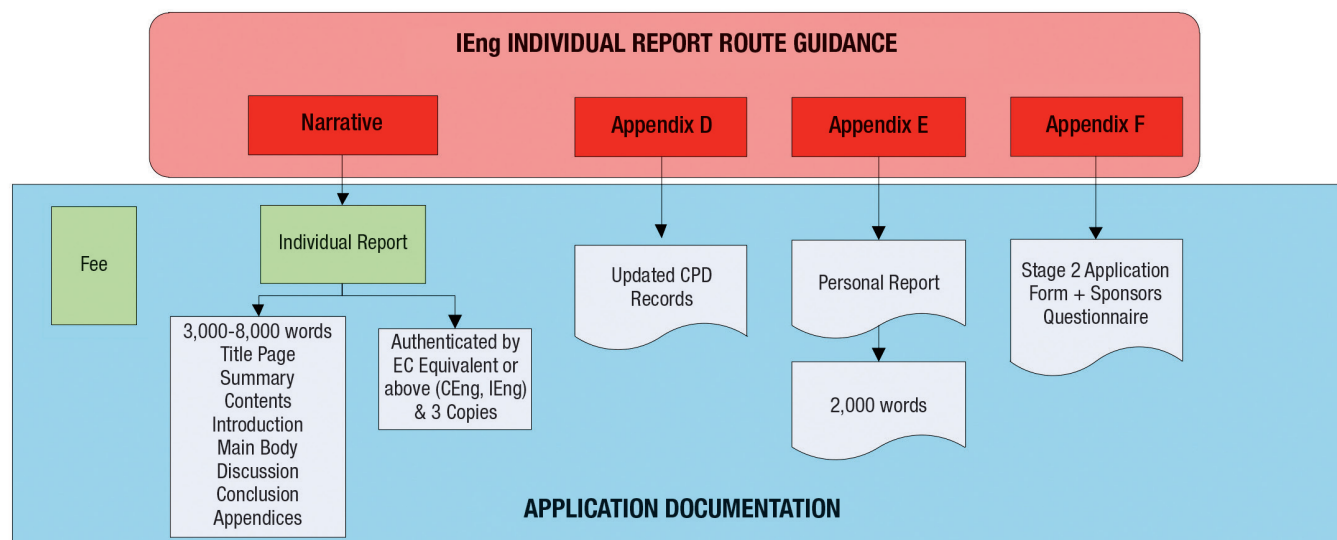
A 2,000 word Personal Report. The Personal Report should describe the structured training and responsible experience that you have gained in your experience to date.

Updated CPD records.

Sponsor Questionnaires. Whilst all three sponsors should know you well, and be convinced through direct experience, that you are a fit and proper person to be recommended for registration, the Lead Sponsor should additionally become familiar with the current standards required for assessment. The Lead Sponsor must read and sign submitted reports.

See Stage 2 Flowchart for guidance.

## Stage 2 Flowchart



## Stage 3: The Interviews

### Academic Review

The Academic Review interview focuses on UK-SPEC competencies A and B and is based on your Individual Report.

At the Academic Review you will first be given up to 30 minutes in which to make a presentation based on your Individual Report. The overall duration of the Academic Review is around 90 minutes. You will need to satisfy the Academic Review prior to being allowed to undertake the Professional Review. The Professional Review normally takes place on the same day.

The reviewers will adjourn after the interview and then call you back in. If you have been successful you will be invited to undertake the subsequent Professional Review on the same day. If you have been unsuccessful you will not be invited to undertake the Professional Review. The reviewers will take the time to explain to you the reasons for their decision and give you advice on how to proceed. This will be confirmed in writing.

### Professional Review

A Professional Review is to determine whether you possess the required knowledge and understanding of the remaining UK-SPEC competencies C, D and E. If you are unsuccessful with the Professional Review you still retain your pass at the Academic Review.

If you are successful at both the Academic Review and the Professional Review your name will go forward for recommendation to be awarded registration with the Engineering Council as a Incorporated Engineer.

\* 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.