

ENGINEERING TECHNICIAN APPROVED ROUTE APPLICATION

Institution of
**MECHANICAL
ENGINEERS**

Institution of Mechanical Engineers
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Westminster
London SW1H 9JJ

For submissions or support:

Telephone: +44 (0)20 7304 6999

Email: membership@imeche.org

Web: www.imeche.org

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

About this form

Use this form to apply to become a Member of the IMechE. It is suitable for applicants who have completed an IMechE Approved Apprenticeship Scheme.

If your application is successful you will also be registered as an Engineering Technician (EngTech).

Eligibility

This application route is only available for those who have undertaken an IMechE Approved Advanced/ Modern Apprenticeship Scheme based on an NVQ Level 3 or similar qualification.

In order to accept your eligibility to apply through the Approved Route, we need your IMechE Approved Apprenticeship Scheme number. If you do not know your Scheme number, please contact your Scheme Administrator or HR department.

Separate membership applications are available for Standard Route Engineering Technicians (EngTech), Incorporated Engineers (IEng), Chartered Engineers (CEng) and for those applying for Fellowship.

The application process

Once you have completed all sections of this form, please return it by email to membership@imeche.org. Note that applications received by post may take longer to process.

This form has five sections

1. About you
2. Assessment question
3. Development Action Plan
4. Sponsor
5. Your declaration

Using this form

- Please type in black font
- Please fill out all applicable fields (guidance is available on which these are)

Support text is shown alongside questions at the point of need. Further guidance can be found in the Guidance Notes for this application, which should be read before beginning your application.

Section 1: About you

Part A: Personal and employment details

Personal 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

Employment details

Job title

Date appointed to company

Name of employing organisation

Department

Work address

Country

Post code

Work email

Work phone

Preferred address for correspondence:

Home Work

IMechE Approved Scheme Name

IMechE Approved Scheme Number

Part B: Higher and further education

You must have completed an IMechE advanced/modern apprenticeship including an approved qualification to use this form.

Please provide details of your trainer and levels of study. Please include a copy of your Apprenticeship Certificate and certificate(s) for your BTEC, NVQ Level 3 or similar qualifications.

Start date	End date	Training Provider (i.e. college, training provider, employer)	Title of Level 3 (or higher) Competence Qualification	Title of your Knowledge Qualifications, Technical Certificate or Level 3 (or higher) Certificate

Part C: Career history

Current position

Please provide a description of your current role, the organisation, and your responsibilities.

Start date	End date	Employer & job title	Roles & responsibilities

Past employment

Please provide a report which details your past experience and roles. For each position, you should state the company name, start and finish dates, job title, personal duties and responsibilities.

Start date	End date	Employer & job title	Roles & responsibilities

Part D: Your industry classification

Please tick up to three fields that best describe your current area of engineering activities.
This information is used solely to process your application.

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

Part E: 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 IMechE
- 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/privacy-policy/imeche-privacy-policy

Section 2: Assessment question

This question is intended to show the IMechE that, as an Engineering Technician, you:

- are committed to professional engineering values
- are committed to keeping up to date in your technical area and improving your relevant skills

Please refer to the Guidance Notes which accompany this application form for further guidance on completing this section. Remember the prompts as defined while writing.

Question

Give an example of where and how you have discussed with others (customers, colleagues, suppliers, etc.) how you work together to deliver finished tasks safely and sustainably, while working within all codes of conduct – including the IMechE's Code of Conduct.

Have you been challenged to work unprofessionally, illegally or on any ethical issues? Do you think that supporting others or resolving conflict helps improve the outcome? How do you keep in touch with new developments, new information or improve your skills that are relevant to your technical area?

Write about 450-500 words.

Your answer should cover the following areas:

1. Do you support, mentor or coach others? How is this done?
2. How do you demonstrate personal and social skills and awareness of diversity and inclusion issues?
3. How have you complied with the IMechE's and your own organisation's Code of Conduct?
4. How have you applied or upheld ethical principles as defined by the IMechE's or your organisation's code of conduct?
5. How is your annual appraisal conducted?
6. What is your plan for Continuing Professional Development (CPD).

Section 3: Development Action Plan

Your development as an engineer will never stop: as a registered engineer and a member of the IMechE, you must make a commitment to keep up to date with the profession. This section lets us know what you plan to do over the next year or more.

Your responses should tell us where you are now, where you want to be, and how you plan to get there. Some things you might want to consider include:

- Work-based learning
- Distance learning
- Special work projects
- Writing technical papers
- Voluntary work
- IMechE activity or committee work
- Visiting schools to promote engineering
- Seminar/conference attendance
- Any relevant course
- Private study

Keep your goals short and concise. Each answer should be no longer than 50 words – that's 150 in total

Short term goals: 3-6 months

Medium term goals: 6-12 months

Long term goals: over 1 year

Section 4: Sponsor

Applicants for EngTech registration should be sponsored by a registered engineer. Your sponsor can be registered as an Engineering Technician (EngTech); Incorporated Engineer (IEng); or Chartered Engineer (CEng), registered with the Engineering Council.

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. I am of the opinion that this applicant should be considered for election to the class indicated.

Personal details

Title

Mr Mrs Miss Ms Other:

First name

Surname

Date of birth

Class and Institution (eg CEng MIMechE, if applicable)

IMechE Membership / EC number (if applicable)

Company

Address

Country

Post code

Personal email

Signature

Date

Section 5: Your declaration

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

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

An application for Membership and Professional Registration includes:

1. the obligation to pay an annual subscription as prescribed in the By-Laws. If at any time I desire to withdraw from the IMechE, I will, forthwith, pay all arrears of subscriptions or other payments due from me.
2. the obligation to review and abide by the IMechE Code of Conduct (www.imeche.org/code-of-conduct). Failure to abide by the Code of Conduct may be the basis for future sanctions including, ultimately, the revocation of Membership and professional registration. Additionally, I will advise the IMechE promptly if convicted of a criminal or civil offence anywhere in the world (excluding fixed penalty offences).
3. the requirement to carry out and record Continuing Professional Development (CPD) necessary to maintain and enhance competence in my areas of practise, including the development of a Personal Development Plan.

In order to satisfy the requirements of the UK General Data Protection Regulation (UK GDPR), I authorise the IMechE to exchange the information I have provided here with their volunteer community of professional engineers for the purposes of reviewing and assessing my eligibility for membership and registration against the published criteria.

Please also refer to the IMechE privacy policy for an explanation of how we use your personal data.

www.imeche.org/privacy-policy/imeche-privacy-policy

Signature

Date

Application Checklist

Have you included?

- Your Apprenticeship Certificate
- Your NVQ Level 3 Certificate or similar qualifications
- Your IMechE Scheme Number

Please see our website for further details on all our current fees at www.imeche.org/fees