

EXISTING REGISTRANT APPLICATION

Institution of
**MECHANICAL
ENGINEERS**

Institution of Mechanical Engineers
1 Birdcage Walk
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 (MIMechE)

About this form

Use this form to apply to become a Member of the IMechE if you are already registered with the Engineering Council via one of the institutions they approve as an Engineering Technician (EngTech), an Incorporated Engineer (IEng) or a Chartered Engineer (CEng).

Before you begin this process you should be confident that you meet the current requirements.

Eligibility

Engineers registered with the Engineering Council (EngC) who can demonstrate a strong element of mechanical engineering within their role and practice would be considered eligible to apply.

The application process

Once you have completed all sections of this form, please return it by email to membership@imeche.org

Once we have processed your application we will let you know in writing whether it has been approved. While an interview is not mandatory, there may be occasions when one is required.

This form has five sections

You must complete all sections before you submit your application:

1. About you
2. About your career and organisation
3. Organisation chart
4. Sponsor
5. Your declaration

Using this form

- Please type in black font
- Please fill in all applicable fields in this form

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 applicable)

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

Part B: 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 C: Your registration details

Please provide details about the Institution you are currently registered with, and what level of registration you hold.

Institution

Level of registration (eg CEng, IEng, EngTech)

Level of membership (eg Member, Fellow)

EngC number

Part D: 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: About your career and organisation

Part A: Description of current role and organisation

Please provide a description of your current role, the organisation and its objectives. Please limit this to 600 words.

Part B: Your career history

Include a brief summary of your career history; give a brief description of each role and the dates the positions were held. Please limit this to 600 words.

Part C: Your involvement in mechanical engineering

Include a brief summary of your personal involvement in mechanical engineering. Please limit this to 400 words.

Part D: Your commitment to Continuing Professional Development (CPD)

Please give details of your commitment to Continuing Professional Development with particular emphasis on aspects relevant to mechanical engineering. Please limit this to 400 words.

Section 3: Your organisation chart

We need to see an organisation chart of your current employment which clearly shows your position within the organisation, any direct reports that you have, specifically mentioning if any of your direct reports are registered engineers. You should put a ring around your position to highlight it. Please ensure that it is A4 and legible in black and white.

The purpose of the organisation chart is to help us understand the size and type of organisation for which you work, and where your own personal accountability lies. This will give us a sense of the likely responsibility and authority your role conveys and will help us frame questions for your interview.

If you are not part of an organisation, please fill out the fields below.

For applicants who are not part of an organisation

Please describe your direct clients.

Please describe who you report to (e.g. Board, CEO, MD, Head of Engineering).

Section 4: Sponsor

Sponsor details

Applicants should be sponsored by a professional engineer at the same registration level or higher. The second sponsor can be the applicant's line manager or another professionally registered engineer.

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.

First sponsor

Title

Mr Mrs Miss Ms Other:

First name

Surname

Date of birth

IMechE Membership / EC number (if applicable)

Address

Country

Post code

Class and Institution (eg CEng MiMechE, if applicable)

Email

Signature

Date

Second sponsor

Title

Mr Mrs Miss Ms Other:

First name

Surname

Date of birth

IMechE Membership / EC number (if applicable)

Address

Country

Post code

Class and Institution (eg CEng MiMechE, if applicable)

Email

Signature

Line Manager

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 Engineering Council registration number

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

Once we have received your application form, we will contact you about the payment of your application fee.