

QUALIFICATION ASSESSMENT FORM



CIBSE will assess your Qualifications against the Engineering Council requirement for Engineering Technician (EngTech), Incorporated Engineer (IEng) and Chartered Engineer (CEng). You will be notified of the assessment level and your route to obtain registration and membership.

Complete all sections of the form and confirm you have included

- Copies of your original Academic Qualification Certificate(s) and Transcripts.
- Official English translation of Certificates and Transcripts (if applicable)
- Provided payment for the correct fees – www.cibse.org/fees

Email your completed application to membership-apps@cibse.org

PERSONAL DETAILS

Membership Number (if applicable)	<input type="text"/>	Surname	<input type="text"/>
Title	<input type="text"/>	First Name(s)	<input type="text"/>
Date of Birth	<input type="text"/> DD / <input type="text"/> MM / <input type="text"/> YY	Company Name	<input type="text"/>
Home address	<input type="text"/>	Work address	<input type="text"/>
	Post code <input type="text"/>		Post code <input type="text"/>
Country	<input type="text"/>	Country	<input type="text"/>
Phone	<input type="text"/>	Work Phone	<input type="text"/>
Mobile	<input type="text"/>	Work Email	<input type="text"/>
Personal Email	<input type="text"/>	Preferred mailing address	<input type="checkbox"/> Home <input type="checkbox"/> Work
		Preferred email address	<input type="checkbox"/> Home <input type="checkbox"/> Work

PROGRESSING YOUR CIBSE MEMBERSHIP

Please indicate the highest grade of membership you want to achieve. MCIBSE CEng MCIBSE IEng ACIBSE IEng

Target Achievement Date DD / MM / YY

ACADEMIC QUALIFICATIONS

Please submit a copy of the original certificate and transcripts with an official English translation if applicable.

Undergraduate Degree	Postgraduate Degree
University/College	University/College
<input type="text"/>	<input type="text"/>
Degree Designation (eg BEng/MEng)	Degree Designation (eg BEng/MEng)
<input type="text"/>	<input type="text"/>
Degree Title	Degree Title
<input type="text"/>	<input type="text"/>
Start Date	Start Date
<input type="text"/> DD / <input type="text"/> MM / <input type="text"/> YY	<input type="text"/> DD / <input type="text"/> MM / <input type="text"/> YY
End Date	End Date
<input type="text"/> DD / <input type="text"/> MM / <input type="text"/> YY	<input type="text"/> DD / <input type="text"/> MM / <input type="text"/> YY
Duration	Duration
<input type="text"/>	<input type="text"/>
Mode of Study	Mode of Study
<input type="text"/>	<input type="text"/>
Year of entry (i.e entered in year 1 or 2, 3 due to exemptions)	Year of entry (i.e entered in year 1 or 2, 3 due to exemptions)
<input type="text"/>	<input type="text"/>

ACADEMIC QUALIFICATIONS (CONTINUED)

Please provide details of any additional academic qualifications or exemptions (such as HND, HNC, PhD, etc)

APPLICANT'S DECLARATION

I certify that the information in this application and supporting documents is correct. I agree that, in the event of my election to any class of membership of the Chartered Institution of Building Services Engineers, I will be governed by the provisions of the Royal Charter and By-laws as they are now formed or as they may be hereafter altered; that I agree to abide by the Code of Professional Conduct, which can be found at www.cibse.org/code, and do all in my power to advance the objects of the Institution; providing that whenever I shall signify in writing to the Director of Membership that I wish to withdraw from the Institution, I shall, after payment of any arrears which may be due by me at that period, be free from this obligation.

Signature

Date

DD / MM / YY

If any information supplied on this form is inaccurate, CIBSE reserves the right to withdraw membership of the Institution and discipline the applicant under the Code of Professional Conduct.

FEES

Non-members must include payment for the following:

- Qualification assessment fee

Fee only payable for non-members. If you apply for membership within 6 months of assessment, this fee will be deducted from your first subscription payment.

Please visit www.cibse.org/fees for details of current application and subscription fees.

Payment can be made by cheque payable to CIBSE or by providing you debit/credit card details: Mastercard Visa

Please note: we do not accept Amex or laser cards

Card Number

Expiry Date MM / YY Security Code

Please debit card to the amount of £

Name & address the card is registered to

Post code

Country

Signature of Cardholder

Date

DD / MM / YY

DATA PROTECTION & PREFERENCES

The information you provide in this application will be used by the Chartered Institution of Building Services Engineers (CIBSE) and CIBSE Services Ltd for management of your membership of the institution, its Societies (divisions), Groups and Networks, and provision of services which are included in the benefits of membership.

Upon being accepted in to membership CIBSE will communicate to you about related member benefits and services via email, post, phone and/or sms you can manage your preferences at www.cibse.org/mycibse and you can opt out at any time.

To deliver some of your membership benefits and services your data may be passed to third parties who are contracted by CIBSE and CIBSE services Ltd. CIBSE, CIBSE Services Ltd and our third party contractors comply fully with all applicable data protection legislation, and treat all your personal information as fully confidential. We will never release your details without your permission to any outside company for their mailing or marketing purposes.

For more information on how we use your data and the procedures we have in place to safeguard it please visit www.cibse.org/privacy