APPLICATION FOR ELECTION TO THE INSTITUTION

(Read this form carefully, particularly the Notes, before filling it in)

FOR APPLICA	ATION AS	ASSOCIATE MEMBER PROFESSIONAL MEMBER	DIPLOMATE MEMBER ☐ STUDENT MEMBER ☐	GRADUATE MEMBER ☐ TECHNICAL MEMBER ☐
		AL DETAILS OF APPLICANT of filled in by ALL applicants)	•	
NAME IN FULL		Surname)		Given Names)
			,	
			Telephone (Bus)	
DATE & PLACE C	OF BIRTH		GENDER	□ F
SECTION 2	PRESEN	T EMPLOYER		
POSITION HELD.			EMPLOYER	
DATE OF APPOI	NTMENT			
SECTION 3	PRESEN [*]	Γ EDUCATIONAL COURSE		
UNIVERSITY OR	COLLEGE			
TITLE OF COURS	SE			
DATE STARTED.			EXPECTED COMPLETION	DATE
NOTES	1.	PROFESSIONAL MEMBERS	fill Sections 1, 2, 4, 5, 6,	7, 8, 9 & 10
	2.	GRADUATE MEMBERS fill S	sections 1, 2, 4, 5, 6, 7, 8 &	k 9
	3.	DIPLOMATE MEMBERS fill S	Sections 1, 2, 4, 5, 6, 7, 8	& 9
	4.	TECHNICAL MEMBERS fill S	Sections 1, 2, 4, 5, 6, 7, 8 8	& 9

5.

6.

ASSOCIATE MEMBERS fill Sections 1, 2, 4, 5, 6, 7, 8 & 9

STUDENT MEMBERS fill Sections 1, 3, 4, 5, 7 & 8

SECTION 4 SECONDARY EDUCATION	
SCHOOL OR COLLEGE	
FINAL QUALIFICATION	
SECTION 5 TERTIARY EDUCATION	
UNIVERSITY OR COLLEGE	
FROM	
BRANCH OF ENGINEERING	QUALIFICATION ATTAINED
STATE WHETHER FULL TIME	PART TIME SANDWICH COURSE
INSTITUTION EXAMINATIONS	
NAME OF INSTITUTION	
COUNTRY	
DATE OF PASSING PART I (Student)	
PART II (Graduate)	
PART III (Professional)	
SECTION 6 MEMBERSHIP OF OTHER PROFESSION	NAL INSTITUTIONS (For Associates need not be engineering)
NAME OF INSTITUTE OR INSTITUTION	CLASS OF MEMBERSHIP DATE OF ELECTION
SECTION 7 APPLICANTS DECLARATION	
I agree, if elected to the Fiji Institution of Engineers, to be governed by being in force or as may be amended or enlarged. I will promote the certify that the statements made by me on this application form are continuous	aims and objects of the Institution as far as may be in my power. I
SIGNATURE	DATE

REMEMBER TO SEND EVIDENCE OF QUALIFICATIONS WITH THIS FORM!

SECTION 8 PROPOSAL			
I / We, the undersigned, as Professional Members of the Fiji Institution of Engineers, propose this Applicant in full conviction of his / her suitability for election to the Grade of:			
PROFESSIONAL	☐ GRADUATE ☐ DIPLOMATE ☐ TECHNICAL ☐	ASSOCIATE STUDENT	
PROPOSER			
Name in ful	l:	REG No	
Address:		PHONE	
Employer /	Company	DATE	
Signature			
SECONDER			
Name in ful	l:	REG No	
Address: .		PHONE	
Employer /	Company	DATE	
Signature			
Applicants to the Grade of Graduate, Diplomate, Technical or Student shall note that only one Sponsor is required who, in signing this form, shall have satisfied himself / herself that the Applicant is receiving adequate education and training in engineering.			
SECTION 9	OOCUMENTS SUPPORTING THE APPLICATION		
The following docu	DOCUMENTS SUPPORTING THE APPLICATION uments are submitted in support of the Application. They are for use by the returned to the Applicant as soon as possible. The Fiji Institution of Electronic Society of the Electronic Society	Engineers will accept no responsibility, financial or	
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OTHER DOCUMENTS (Please describe)

APPLICANTS NAME			
This statement should provide the evaluation committee, in chronological order, clear and verifiable information on each engineering position held since obtaining professional qualifications. Start and finish dates MUST be shown. For each position a comprehensive statement is required showing the tasks, projects and responsibility and MUST include the following information:			
a. Date	s of appointment, title of appointment		
b. Nam	ne and address of Employer		
c. Nam	ne of supervising professional engineer and a contact direction		
d. Orga	anisational schedule		
A mere statement of the duties of a particular appointment is NOT acceptable. Details of the tasks undertaken and the responsibilities associated with these is required. Applicants to the grade of Professional Member must have had experience in the three main aspects of engineering, design, supervision of construction and contractual documentation. This will include design and investigation, operation, installation, construction, commissioning, production work, specification writing, Conditions of Tender & Contract. Applicants must ensure that the details of experienced are included in the Statement. Experience claimed MUST be verified by a Professional Member of an Engineering Institution recognised by the Fiji Institution of Engineers who is in a position to certify the accuracy of the statements made. The verifier's name must be clearly printed below the verifier's initials.			
If space insufficient RENUMBER THE F	in the pages given in this form photocopy the continuation sheet and attach after the continuat PAGES.	ion sheet. DO NOT	
INSERT DATES (MONTHS & YEARS) IN THIS COLUMN	STATEMENT	USE THIS COLUMN FOR VERIFICATION OF EACH ITEM OF EXPERIENCE (Please print the name of the verifier below the signature)	

SECTION 10 STATEMENT OF EMPLOYMENT & PROFESSIONAL EXPERIENCE

SECTION 10 S	TATEMENT OF EMPLOYMENT & PROFESSIONAL EXPERIENCE (Conf	inuation sheet No
INSERT DATES (MONTHS & YEARS) IN THIS COLUMN	STATEMENT	USE THIS COLUMN FOR VERIFICATION OF EACH ITEM OF EXPERIENCE (Please print the name of the verifier below the signature)

SECTI	ON 11 GE	NERAL NOTES
No	ITEM	
1	GRADUATES	
	It is important below	that graduates communicate to their employer the requirements for PROFESSIONAL MEMBERSHIP listed in Note 2
2	PROFESSION	NAL MEMBERSHIP
	we attach thes successful in the is sufficiently of responsibility	nt of Professional Membership to a recognised Institution is an important step in the development of an engineer and see notes to enable any Applicant to judge whether or not they are ready for this major step and are likely to be their application. The broad rule of thumb that the evaluation committee is required to establish is that the Applicant experienced in the broader aspects of engineering to enable him / her to be able to act ON THEIR OWN with full for their own actions and to fully realise the faith that the general public places, and is entitled to place, in their order to evaluate this preparedness the evaluation committee will be looking at the experienced gained since the fields of:
	1.	Design
	2.	Supervision
	3.	Documentation, particularly in regard to Conditions of Contract, Conditions of Tender and responsibility for the actions they make
	4.	Ethics
	enables him /	ree of these items it is normally expected that the Applicant has had at least one year in each item in a position that her to develop skills in these vital areas of engineering. The fourth item is self-explanatory and clearly explained in the Fiji Institution of Engineers.

CECTION (C. ECR. LICE BY THE INICITIES OF CARRY		
SECTION 12 FOR USE BY THE INSTITUTION ONLY		
ITEM	DATE	
TT LIVI	DATE	
Application Received		
Recorded by Council		
FIE Number allocated		
FIE Number		
Report from Evaluation Committee Received by Council		

ELECTION APPROVED	Signature	DATE
	(President)	
APPLICANT NOTIFIED	Date	
CERTIFICATE ISSUED	Date	