**Additional Membership Application Form**

**Who can apply for Additional Membership?**

Additional memberships exist where the registrant has been awarded their title (e.g. CEng) by two separate institutions. The Engineering Council only issues one certificate on initial registration. However, secondary certificates can be purchased via the Engineering Council’s website.

**How do I gain Additional Membership?**

There is an application process for Additional Membership. Your registration status with the Engineering Council must be current and at the appropriate grade for you to be eligible to apply. CIHT will check this before processing your application.

You will have already satisfied the UK Standards of Professional Engineering Competence (UK-SPEC) for your registered grade. To become professionally registered through CIHT, in addition to the registration held through another institution, you must provide evidence of equivalent competence in the highways and transportation industry and demonstrate your commitment to the development and enhancement of transport and infrastructure.

Your application for Additional Membership must include:

* A fully completed application form including signed declarations from two sponsors who are Engineering Council registrants recommending you for additional membership. In their statements, the sponsors need to explain how your professional knowledge and skills meet the requirements to work at an appropriate level in Highways and Transportation.
* Statements by yourself demonstrating how you have applied your technical and managerial skills and knowledge in a highways and transportation context (Parts A & B)
* Your CPD record for the past two years amounting to a minimum of 25 hours per year. (Part C)
* A detailed CV, with descriptions of the highways and transportation projects on which you have worked, including size, cost and positions of responsibility, as well as key achievements. (Part D)

Your application should be sent to [education@ciht.org.uk](mailto:education@ciht.org.uk) for an admin check. Once completed, you will then be informed via e-mail that an invoice has been set up on your account for the sum of £100.00 (additional membership application fee). Payment can be made online via your MyCIHT account.

Applications are assessed by two CIHT Reviewers and approved by the Engineering Professional Standards Panel.

You will be notified of the outcome of your application within 8 weeks of applying.

**Application for Additional Membership with the**

**Engineering Council**

**PERSONAL INFORMATION**

Title: Forenames:

Surname: Date of Birth:

Nationality: Male  Female

Full Postal Address:

Postcode

Telephone: E-mail:

Current Engineering Institution: Membership no:

Level of membership:

Engineering Council Registration Number: Reg. level:

Employer’s name:

Employer’s address:

Postcode:

Telephone: E-mail:

Job Title:

**SPONSOR 1 DECLARATION**

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| Press enter to continue to type |

Sponsor’s full name:……………………… …….. EC registration number: ……………………..

Member of (e.g. ICE, CIHT)…………………….. Membership Grade: Member/Fellow

Sponsor’s position held: ……………………… Organisation: ………………………………….

Sponsor’s signature ……………………………

**SPONSOR 2 DECLARATION**

|  |
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| Press enter to continue to type |

Sponsor’s full name:……………………… …….. EC registration number: ……………………..

Member of (e.g. ICE, CIHT)…………………….. Membership Grade: Member/Fellow

Sponsor’s position held: ……………………… Organisation: ………………………………….

Sponsor’s signature ……………………………

### APPLICANT’S AREA OF SPECIALISM

Please indicate your area of specialism; you may tick more than one box.

Transport Planning  Transport Related Structures

Materials & Geotechnics  Academic Background including

Teaching and Training

Traffic Management/Safety & Systems Eng.

Background in Research

Infrastructure Planning, Design,

Construction and/or Maintenance  Intelligent Transport Systems

Other (please specify) ……………………………………………………………………..

**QUALIFICATIONS** (academic and/or vocational)

**Qualification title and place of studyto/from dates of study Engineering Council Accredited**

**Course Number**

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**IMPORTANT UNDERTAKING TO BE SIGNED BY THE APPLICANT:** I declare that the information provided in this form and the enclosed documents is, in every respect, complete and accurate.

###### SIGNATURE ………………………………………..…….. DATE ……………………....

**GDPR:** Read our [privacy policy](http://www.ciht.org.uk/en/privacy) to learn how CIHT uses, stores and shares personal data.

**Part A:** Professional statement (500 – 750 words)

Please describe how your technical knowledge and competence meets the current demands of the Highways and Transportation industry

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| *Press enter to continue to type on the next page* |

**Part B**: Professional statement (500 – 750 words)

Please describe your management and leadership knowledge and how you apply these in practice

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| *Press enter to continue to type on the next page* |

**Part C:** CPD Record Sheet (this form may be copied onto multiple pages). Please note that you can use alternate formats to present this information.

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| --- | --- | --- | --- | --- |
| **DATE** | **PLAN**  **What did I plan to develop?** | **ACT**  **Details of CPD Activity (What/Where?)** | **RECORD**  **Number of CPD Hours** | **REFLECT**  **Knowledge/skills gained/applied** |
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**Part D:** Please include your CV with descriptions of highways and transportation projects on which you have worked, including their size, cost and position of responsibility as well as key achievements.

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| *Please press enter to continue to type on the next page* |