

Individual Routes to CEng

This document explains

- How to access the Chartered Review without a Masters or MEng
- Your options in a table
- How to get advice
- Possible academic top-up routes
- How to get personal advice and confirmation of your progression route

An application flowchart is included

Annex 1: Masters level learning outcomes (all routes)

Annex 2: Further Learning options explained

Annex 3: The Technical Report option explained

Other Routes to CEng

The benchmark academic entry qualification for CEng for engineers qualifying in 2001 and beyond is a MEng or BEng (Hons) plus a Masters degree.

IHE is happy to assess overseas degrees or other qualifications to determine whether they are equivalent.

Older qualifications continue to be accepted.

For full guidance see **Document E1** and check the Engineering Council list on www.engc.org.uk.

You can also access the Chartered Professional Review by demonstrating that you have achieved a breadth and depth of knowledge equivalent to Masters degree level as expressed in Engineering Council/QAA 'learning outcomes'.

You can do this by completing:

- further academic learning (See the Table below)
- Engineering Council examinations (www.engc.org.uk/examinations) (until May 2011)
- work based learning (WBL) drawing on several years of experience if you have a BEng (Hons) or a BSc (Hons) in engineering or science (**Annex 2**)
- an employer-led accredited WBL programme (www.jbm.org.uk)
- a technical report focused on one significant project (**Annex 3**), OR
- any combination of the above.

In most cases, except the first two, you will need to submit a report cross referenced to the learning outcomes and an interview may be arranged to test that knowledge. Learning outcomes are explained in **Annex 1**.

Once cleared, you may submit for a Professional Review.

Look up your qualification in this Table to see your options

Initial Qualification	Possible Academic top ups (see page 4)	Other possibilities (see Annexes)
BEng (Hons) started ≥ 1999	Masters degree in management, construction or engineering Post Graduate Diploma* (+work based project)	Work-based Further Learning (WBFL) you manage yourself Employer provided JBM – accredited work based Further Learning (www.jbm.org.uk) Technical Report option
BSc (Hons) in Engineering started ≥ 1999	Technical MSc in engineering or technology (Normally accredited by JBM www.jbm.org.uk) Post Graduate Diploma* (Transportation Masters at Napier, IC/UCL, Southampton, Leeds + work based learning)	Work-based Further Learning you manage yourself Employer provided JBM – accredited work based Further Learning (www.jbm.org.uk) Technical Report Option
BSc (Hons) in cognate (science) discipline	Technical MSc	Work-based Further Learning you manage yourself Employer provided JBM – accredited work based Further Learning scheme (www.jbm.org.uk) Technical Report Option
Senior Incorporated Engineer with significant design experience	Technical MSc	Work-based Further Learning. Technical Report Option
Higher National in engineering plus 10 years' experience		Technical Report Option
National Certificate or no academic qualifications plus 10/15 years' experience		Technical Report (up to 10,000 words)

* Postgraduate Diplomas are not automatically acceptable; each is assessed on its merits.

How to Get Advice – your first step

For informal advice and support, just telephone 020 7436 7487.

To get formal advice from IHE on your progression options or on whether your qualifications are degree equivalent, email the following to secretary@theihe.org

- Copies of your academic certificates and list of modules or units
- A brief description of any dissertation or final year project
- A career summary or CV
- A description of your current post and responsibilities.

If the information is not sufficient you may be asked for more information on the syllabus or for exam papers.

Your application will be considered by the Academic Standards Panel who will confirm:

1. that your qualifications are equivalent and you can proceed to the standard review (**Document CE2**),
or
2. that additional academic courses are required if you want the standard review (**Document CE2**), **or**
3. that you maybe able to demonstrate work-based learning or a combination of off the job and work experience to bring you up to Masters level (**Annex 2 explains how to show your Further Learning**),
or
4. that you should follow the Technical Report option (**Annex 3**).

The Panel may also provide additional guidance. They can take up to eight weeks to comment.

If you need an academic top up, once you complete the course, tell us and we will confirm that you can submit for the standard Professional Review described in **Document CE2**.

If you are advised to follow the Further Learning option, see **Annex 2**. Essentially you compile a Report demonstrating that you meet the Learning outcomes in **Annex 1**. This will be assessed by an IHE Panel to verify achievement of the Learning Outcomes. You may be asked to attend an interview to confirm your knowledge and understanding. On successful completion you will receive formal notification from IHE that you meet the academic entry requirements for chartered engineer. You can then submit your CEng Professional Review application under the **standard route (Document CE2)**.

If you are following the Technical Report option, special rules apply – see **Annex 3** – in order for you to demonstrate achievement of the learning outcomes in **Annex 1**.

Document E1 lists all the IHE documents and Forms you will need

Possible Academic Top-ups

For a full list of available part time degree and Masters courses, email secretary@IHE.org.uk

Cognate Degrees

If you have a physical science or mathematics degree there is an engineering shortfall to be met by completing an academic course or by work-based further learning. Your degree will not have covered engineering analysis and design and, if it is not a numerate degree, you will also need to demonstrate achievement of numerate competency. You must provide evidence that you have engineering level knowledge, skills and understanding applied to an engineering activity i.e. design decisions have been taken and are based on sound engineering first principles at Masters level.

Engineering Council Examinations (withdrawn May 2011)

The Engineering Council offers a range of examinations matched to its grades of registration. They are administered by City & Guilds and rely on self-study. Only a few colleges offer relevant courses (Bolton was one).

To top up an engineering degree you will need the **Postgraduate Diploma**.

Candidates are required to successfully complete the following:

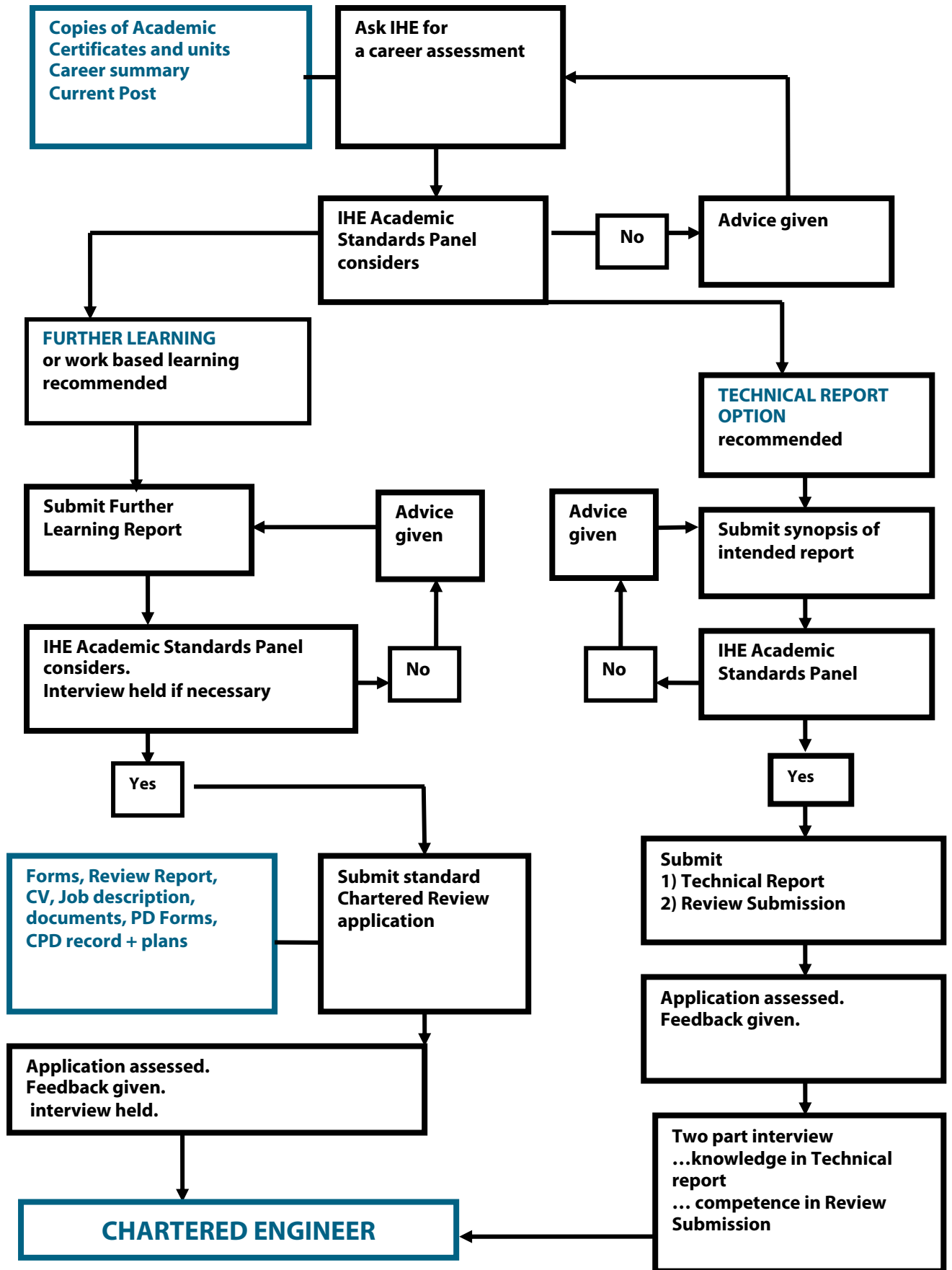
- One compulsory paper in Advanced Engineering Analysis
- One technical paper at an advanced level from the five optional choices
- Two further papers chosen from amongst those available for Level 6 Graduate Diploma candidates eg. Hydraulics and Hydrology, Materials, Structural Analysis, Structural Design, Engineering Surveying, Mathematics and either Construction Management OR Management. These must not be papers which have been attempted previously.
- Successful submission of a project report demonstrating group work and management principles.

For full syllabus and course details go to

www.cityandguilds.com/cps/rde/xchg/SID-2F53A905-E2A9F3A7/cgonline/hs.xsl/1811.html

APPLICATION PROCESS

Where practicable the nature and scope of the submission should be agreed with a senior manager or supervising engineer



ANNEX 1: Learning Outcomes

What is “Masters level”?

All current UK qualifications are defined by “Learning Outcomes”. The Engineering Council published the Learning Outcomes it expects of degrees at the different levels in UK SPEC (2008):

<http://www.engc.org.uk/ecukdocuments/internet/document%20library/AHEP%20Brochure.pdf>

They are based on the QAA standards (see below) which are the ones you must use.

In general, MEng or Masters level is characterised by greater depth and breadth as compared with BEng degrees. Masters Graduates should have a greater ability to apply their knowledge to solving, from first principles, complex problems not previously encountered. If you have an undergraduate degree, you will need to show new knowledge not part of this first degree.

The Qualification Assurance Agency (QAA) defines the Masters level of its Framework as follows:

‘Students will have shown originality in the application of knowledge, and they will understand how the boundaries of knowledge are advanced through research. They will be able to deal with complex issues both systematically and creatively, and they will show originality in tackling and solving problems.

They will have the qualities needed for employment in circumstances requiring sound judgment, personal responsibility and initiative, in complex and unpredictable professional environments.’

The Learning Outcomes you are seeking to achieve by either further learning or the Technical Report option are listed here.

IHE can provide them in a table format to help you show us how your work experience, training and education courses match up.

1. General Learning Outcomes

- 1.2 The ability to develop, monitor and update a plan, to reflect a changing operating environment;
- 2.2 The ability to monitor and adjust a personal programme of work on an on-going basis, and to learn independently;
- 3.2 An understanding of different roles within a team, and the ability to exercise leadership;
- 4.2 The ability to learn new theories, concepts, methods, etc in unfamiliar situations

2. Underpinning Science and Maths

- 1.2 A comprehensive understanding of the scientific principles of own specialisation and related disciplines;
- 2.2 An awareness of developing technologies related to own specialisation;
- 3.2 A comprehensive knowledge and understanding of mathematical and computer models relevant to the engineering discipline, and an appreciation of their limitations;
- 4.2 An understanding of concepts from a range of areas, including some outside engineering, and the ability to apply them effectively in engineering projects.

3. Engineering Analysis

- 1.2 Ability to use fundamental knowledge to investigate new and emerging technologies;
- 2.2 Ability to apply mathematical and computer-based models for solving problems in engineering, and the ability to assess the limitations of particular cases;
- 3.2 Ability to extract data pertinent to an unfamiliar problem, and apply in its solution using computer based engineering tools when appropriate.

4. Design

- 1.2 Wide knowledge and comprehensive understanding of design processes and methodologies and the ability to apply and adapt them in unfamiliar situations;
- 2.2 Ability to generate an innovative design for products, systems, components or processes to fulfil new needs.

5. Engineering Practice

- 1.2 A thorough understanding of current practice and its limitations, and some appreciation of likely new developments;
- 2.2 Extensive knowledge and understanding of a wide range of engineering materials and components;
- 3.2 Ability to apply engineering techniques taking account of a range of commercial and industrial constraints.

6. Economic, social and environmental context

- 1.2 Extensive knowledge and understanding of management and business practices, and their limitations, and how they may be applied appropriately;
- 2.2 The ability to make general evaluations of commercial risks through some understanding of the basis of such risks.

ANNEX 2: Further Learning Options

The Further Learning options are only open to BEng (Hons) and BSc (Hons) engineering graduates, senior IEngs and BSc (Hons) graduates in science whom IHE has confirmed may pursue this route.

What is Further Learning?

Some companies have had their work based learning programmes accredited by the JBM which acts for ICE, IStructE, CIHT and IHE. Most run alongside initial professional development programmes. See the list here: http://www.jbm.org.uk/uploads/JBM152_ApprovedFLSchemesCEng.doc

Otherwise, individual engineers can manage their own development by asking IHE to agree a further learning plan leading to a report or by looking back over their work experience to compile a further learning report. It is helpful to include evidence of formal assessment by examination, presentations or reports subjected to cross examination by your mentor or line manager. JBM has agreed rather prescriptive guidance - <http://www.jbm.org.uk/GeneralContent.aspx?ContentID=19> but the advice below is sufficient if applying to IHE.

Your report will be assessed by IHE against the QAA Learning Outcomes in **Annex 1**.

Further learning is the knowledge and understanding that underpins performance. Your activities should provide systematic understanding and critical awareness of current problems or insights into subjects at the forefront of professional practice.

It is not the same as training or initial development which is about performance and competence.

There are no timescales. The important factor is that the learning must develop understanding of engineering principles to Masters level. Anything up to 1800 hours of effort may be required depending on your starting point.

Report Structure

The following advice on content and structure is intended to help. It is not mandatory.

Your report is concerned with your learning since graduating and can draw on formal academic learning, short courses, work-based learning or all three, depending on your initial academic qualifications and hence the 'gap' you are seeking to fill.

Once IHE confirms that you meet the benchmark academic level for CEng, you take the standard Professional Review (**Document CE2**), not the technical report option.

1. Qualifications and career summary

List your formal academic qualifications and summarise your career to date (key posts and responsibilities) and describe your current position.

Attach certified copies of your certificates, list of units or modules and an abstract of any dissertation.

2. Learning Outcomes

Against each QAA Learning Outcome ([Annex 1](#)), list any relevant formal training and provide details of syllabuses for all formal qualifications and substantial short courses explaining how they contribute to meeting the outcome.

- If you are using post-qualification work-based experience, explain how your work experience demonstrates how the Learning Outcome has been achieved. Summarise the technical nature of the work or learning, the technical objective of the scheme and support your explanation of your key projects with relevant calculations, results, conclusions, recommendations.

Ask IHE for a template spreadsheet.

Include, as Appendices, assessment transcripts, copies of drawings or reports or witness testimonials if necessary.

Important Advice

Ensure your Report:

- captures your involvement on significant engineering projects or schemes
- explains, not describes
- provides analysis, not discussion
- provides evaluation, not opinion
- explicitly refers to engineering knowledge not in your initial qualification.

Ensure your Report is not:

- a review of your experience or employment responsibilities
 - concerned with your managerial or organisational competency or experience
 - like a professional review report.
-
- If your work is confidential, please get clearance from your company and warn us. IHE will make every effort to maintain confidentiality.
 - Let quality not quantity be your guide.
 - You can submit a report you authored with a covering explanation and cross referencing to the Learning Outcomes.
 - If your documents were produced jointly with others, explain clearly which parts are yours.
 - Focus on demonstrating your academic knowledge and understanding of the principles that underpin your work.
 - Include key calculations, engineering drawings and diagrams as Appendices.
 - Include appropriate references to back up your analysis or conclusions.

Further Learning depends on achieving the Learning Outcomes and not on adding up time spent on various activities.

Examples of Further Learning Plans are available.

Support and Authentication

You will find it helpful to engage a mentor, a more senior colleague, who can give a second opinion and general advice. IHE Academic Standards Panel members may be able to give them additional back up support.

Your report should be authenticated by your mentor or another senior EC registered Engineer, perhaps your line manager. Against each learning outcome he or she is also asked to question you on the engineering principles to satisfy themselves that your report demonstrates achievement of the Learning Outcomes and is your own work.

Submitting your report

Send two copies to IHE; keep the original.

Your Further Learning Report will be assessed by IHE's Academic Standards Panel to verify achievement of the Learning Outcomes.

You may be asked to attend an interview to confirm your knowledge and understanding.

On successful completion you will receive formal notification from IHE that you meet the academic entry requirements for Chartered Engineer.

You can then submit your CEng Professional Review application under the *standard route (Document CE2)*.

ANNEX 3: The Technical Report Option

For this option (which opens up the CEng Review to any suitable candidate), as well as a Technical Report, you will need to submit a Review submission and present each separately at two interviews held on the same day. You will also need a continuing professional development plan and ten 'CPD' days.

Your Technical Report, and the first interview, will focus on establishing your knowledge of engineering principles.

The second interview is like the standard Professional Review but it will concentrate more on your management and communications skills and confirm your level of responsibility and professional commitment.

You may opt to submit your Technical Report and be interviewed on it separately first and then, once you have achieved the Knowledge requirements, do your Professional Review at a later date.

Your report must be technical; a management based report is not acceptable.

The Technical Report is not just what you did but explains why and what engineering principles you considered and applied and it should show what you have learned since completing your academic qualifications, if any.

Contact IHE for Exemplar synopses and Reports.

Your next step after a career assessment (see page 4) is to ask IHE to agree your Report synopsis.

Your Next Step: Getting approval for your synopsis

Before submitting the full report, you must submit a synopsis to IHE for approval. In it you set out clearly how you intend to demonstrate your technical knowledge and understanding. Identify the engineering principles involved rather than just describing the projects on which you have been working. Set out the project or scheme and the strategy you adopted to address the problem, outline the structure of your proposed report and the type of evidence you will submit.

The synopsis should be approximately two pages long. On the right-hand side, please cross reference, as much as you can, the synopsis to the Learning Outcomes in Annex 1.

Ask IHE if you'd like to see an example.

You may put forward more than one topic (each must be 2 pages) and ask for advice. If you want any other guidance ask at this stage. IHE will help wherever possible.

IHE's Academic Standards Panel will consider your application within about 8 weeks.

DO NOT WRITE THE PAPER UNTIL YOU HAVE CLEARANCE.

YOU CAN SUBMIT YOUR SYNOPSIS AND YOUR REPORT AT ANYTIME: the normal deadlines do not apply.

Mentor support

You will need to work with a Mentor in planning and preparing your Synopsis, Technical Report and your Review submission. IHE cannot always supply an Institute Mentor but, if not, will assign an experienced Reviewer to give back up advice.

Your Mentor could be a colleague at work, a lecturer or trainer who is a knowledgeable and experienced engineer. Most importantly, it should be someone whom you know well and trust, and who is prepared to spend some time with you to:

- Learn about the requirements for EC(UK) Registration
- Understand how your project satisfies the learning outcomes
- Support you as you work on it
- Question your knowledge to Masters level
- Read and comment on your work
- Endorse your synopsis and your Report.

You might wish to attend an IHE course together .and we can provide back up advice from experienced reviewers.

What the technical report contains

Your paper is not a general report of your work experience or your professional or managerial ability. You are seeking to demonstrate your knowledge of underpinning engineering principles developed since gaining your academic qualifications and how you apply them.

You should explain clearly in the report the activities you did or were responsible for.

Write about one or two significant projects that you undertook relating your application of engineering principles to an engineering project. You should offer an ordered and critical exposition of a subject or project, clearly demonstrating your contribution; explain the problems encountered or the development aims and demonstrate how they were resolved or achieved by applying engineering principles and knowledge. You should demonstrate that you investigated the situation, critically evaluated options and interpreted results. You should include calculations and refer extensively to engineering principles. You must back up your analysis with references to supporting evidence. The project must be complex and you must demonstrate originality and creativity. Most applicants submit a project or design study in which they have played a significant role at the relevant level. Theoretical and historical studies are not appropriate.

The report can include, or be largely based on, a technical report or design study written as part of your normal job, provided you add a commentary identifying how the work contributed to your formation and highlighting how you applied engineering principles to solving problems and cross referencing to the Learning Outcomes.

Do not confuse managerial responsibility with technical responsibility. The project(s) chosen must be technical to allow you to demonstrate knowledge of the fundamentals in your discipline and an ability to apply those principles to a particular problem.

A Suggested Framework for your Technical Report

- Title Page
- List of contents
- Summary of main conclusions or findings and achievements

Introduction; what the paper is about (one page) indicating main topics and points to be covered
Background

Aim of the project/study

Main body of the report

Explain the whole project; use engineering principles to interpret and evaluate data; explain your contribution

Discussion

Draw together the arguments in the report. From a summary of the main points, develop how these led to a particular view or course of action.

Conclude with a critical evaluation of your work; identify any lessons learned, and recommendations for further work

References

Bibliography

Glossary

Appendices of essential supporting evidence: research data, calculations, diagrams/drawings/documents

Cross refer **your Technical Report** in the right hand margin to the Learning Outcomes in **Annex 1**.

Some of the outcomes, for example those on team roles or management, may be better referenced in the Review submission. This is acceptable provided all the outcomes are covered in either report.

It is also helpful to cross reference your **supporting documentary evidence** to the learning outcomes in a matrix or grid.

Your **Technical Report** should include sufficient documents in the Appendices to set the scene for the Reviewers, to make the project description self-explanatory and to show your level of knowledge. Other documents may be brought to the interview to allow you to demonstrate your abilities and depth of experience when presenting your report but must be described fully in the written submission. Choose key documents to show your engineering knowledge and understanding at Masters level. Remember: Quality not Quantity – your presentation needs to be persuasive and focused.

Your Review Submission looks like this

- An IHE Application or Transfer form
- A payment form and your cheque or credit card details
- Academic Certificates authenticated as true copies
- Your Job description
- An organisation chart with your position highlighted **... AND ...**

1. A CV summarising your employment history: date, employer, job and responsibilities.

Describe clearly the work undertaken and your personal responsibilities. It can be helpful to start each section "I was responsible for"

Mention the size and complexity of schemes for which you were directly responsible.

Keep it short: aim for one page for each five or ten years of employment.

2. Professional Development Forms

Give a succinct description, drawn from your more recent experience, of how you meet each of the 16 Competence and Commitment Statements listed in [Document CE3](#).

Aim for no more than 250 words per statement explaining what you have done. The ability to analyse and summarise is part of the communication skills requirement. If we need more information, we will ask you for it.

Describe at least two schemes or projects per statement. This gives your Reviewers more confidence in your abilities.

Do not cite training courses as examples. Courses provide you with knowledge – the Review asks you to demonstrate how you have used that knowledge.

Your Mentor should sign off each statement.

There is no problem in referring to the same scheme or experience in more than one statement – but ensure you explain which aspects are relevant in each case and don't repeat descriptions.

3. Supporting Evidence

List on the Professional Development Forms, and include in your submission, relevant documentary evidence you have produced which illustrates achievement of each Statement. Aim to submit documents only from a few schemes overall allowing you to refer to the same ones across several statements.

Choose documents to illustrate and substantiate the work described on the Forms.

When looking for evidence, ask 'What can I show someone to convince them that I can do this Statement?'

Put yourself in the assessors' shoes and obviously select your strongest evidence.

A cross referencing schedule or matrix you can use to quickly summarise how your chosen documents relate to the 16 EC Standards can be downloaded from the website.

4. Review Presentation

On one or two sides of A4, briefly describe one or two projects you will discuss at the Review to demonstrate you meet the five broad CEng requirements but particularly statements C, D and E.

You should show that you

- Enable the introduction and exploitation of new and evolving technologies
- Are able to engage in innovative development
- Can design and develop engineering solutions based on sound principles
- Evaluate the effectiveness of schemes
- Plan, direct and control tasks, people and resources
- Lead teams and develop staff
- Lead and carry through continuous improvement
- Exercise holistic independent judgment
- Can communicate new concepts and ideas to technical and non-technical people
- Are committed to the profession's code and rules of conduct
- Are committed to your personal and professional development

The scheme(s) may be among those described on your forms.

5. Continuing Professional Development (CPD)

To satisfy Statement E.4 you need to include a CPD record and plan.

Your CPD record should show five days a year of structured development (which may include internet research and reading). Use IHE form BO4 or your employer's record.

The plan could be your recent appraisal forms or use IHE forms BO2 and BO3.

Please attach a list of ten "CPD Days", formal off the job education and training taken in the two years before you submit. Identify two on health and safety and one on sustainable issues. Do not bother with attendance certificates, a list is sufficient.

6. Corroboration from your Employer Proposer

You should ask a line manager to endorse and authenticate your full completed application. He or she should be a Chartered Engineer familiar with your work and with the Chartered Review, who is able to sign off your submission in terms of Engineering Council standards. Your mentor can act as your Proposer but remember that an independent Proposer brings another viewpoint

He or she should offer constructive criticism and final advice and either your mentor or proposer should offer a mock interview.

Your proposer should complete a confidential report ([Form 301](#)) to be sent direct to IHE or enclosed with your submission in a sealed envelope.

Compiling your Review Submission

For the Professional Review: Read the EC Statements of competence and commitment (**Document CE3**). Make notes alongside listing recent projects and documents you have produced. Identify 4/5 recent schemes you can draw out to cover most of the statements. Expand your CV into a chronological experience report with more about recent work and responsibilities. Meet your Mentor.

Collect relevant documents. Take site photos. Meet your Mentor.

Bring your CPD record and plans up to date.

If there are gaps in your experience or documentation, fill them.

Write your 16 Professional Development Forms. Meet your Mentor.

Identify and number the key documents from your chosen schemes that best illustrate your knowledge and competence.

Compile a matrix cross referencing the documents to the EC statements. Meet your Mentor.

Review the Submission file to maximise ease of handling. Add tables, dividers etc.

Write a page describing one or two recent projects showing in particular competence in Statements C, D and E, which you will present at the interview.

Ask colleagues to read drafts for English and technical detail.

Ask colleagues to comment on the submission.

Mentor signs off Professional Development Forms.

Practice your presentation of the Review schemes. Identify key documents to use at the interview.

Arrange a mock interview on your Technical Report and a mock Review based on a presentation of your Review.

Employer Proposer reviews final draft, comments and completes the Employer Proposer form and authenticates the Technical Report

Make FOUR photocopies of the Technical Report and the Review submission and burn a CD. Keep your final original.

Send one copy and the CD to IHE

Send copies to three Reviewers.

Receive their initial assessments from IHE. You will only be called for interview if the Reviewers are broadly satisfied with your Technical Report.

Revise your presentation and documentation.

Make travel arrangements.

Attend Review.

Receive results, **Celebrate!**

Applying for Review

Send IHE one copy of your Review submission.

We will confirm your eligibility and give you details of two IHE Reviewers and an Engineering Council representative. You then send them a copy of your full submission direct by post.

The Reviewers complete an Initial Assessment of your submissions over about 8 weeks.

You will receive a copy of their assessments and you may be asked to provide additional material or to respond to any comments on both Reports either before or at the interview.

If the Reviewers are not convinced that you have broadly achieved the Learning Outcomes or EC, you will be asked to provide additional information.

Once they are satisfied, you will be told the date and place of your Review.

Any identified weaknesses should be addressed in your interview presentation.

If you have any disability, special access requirements or medical problems which might affect your performance, tell the IHE Membership Manager in advance and we will do our best to accommodate you. Advice is available for dyslexic applicants.

The interview will be arranged only if you pass this preliminary assessment i.e. your Technical Report is judged sufficient to justify an interview.

The interviews

Your Reports have been read by the Reviewers who will expect you to answer questions on the specialist and general engineering principles underpinning your work.

Before you get there:

- Time yourself - allow yourself an hour and a half to two hours to present and discuss your Technical Report including questions and answers.
- Arrange a mock review to see how you respond to technical knowledge questions and prepare yourself for the probing which may cover basic as well as advanced engineering relevant to your specialism.
- Practice a fifteen minute presentation of your Review projects.

What happens on the day?

In the first interview the focus is on testing the academic relevance of your knowledge and understanding through the medium of your Technical Report. Expect this interview to be led by the reviewers. The Third Reviewer will participate in questioning and assessment.

The second interview looks at your professional competence through the experience outlined in your Professional Review submission. You are expected to lead this interview by presenting your chosen schemes. The Reviewers will arrive at a rounded evaluation of your competence and commitment using the broad UK SPEC statements and will explore the professional commitment and conduct aspects of Statement E. They may ask about other projects and responsibilities described on the Professional Development Forms.

Reviewers have their own interview styles and the balance of discussion will reflect your individual experience and background in relation to the Engineering Council's expectation.

There will be a short break between the two interviews. If you have not satisfied the reviewers that you meet the learning outcomes, they will explain and may not hold the second interview.

After the review

After your review, the Reviewers prepare two recommendations for the next Institute Membership Committee:

1. an assessment of your engineering knowledge, and
2. a general assessment of your competence and commitment.

If you are successful, you will receive a letter within three weeks of the Committee meeting notifying you of your election as a Fellow. IHE will register you with the Engineering Council as CEng.

If you do not succeed you will be given detailed reasons and advice in a letter which you should discuss with your employer. IHE can provide further help and a Mentor will be offered.

If you wish to appeal, ask the IHE Membership Manager about the procedures and reply within six weeks after receiving your notification. Advice is NOT available during an appeal. You can appeal if you are dissatisfied with the way the Review was conducted, for instance, if the format procedure or structure of the Review significantly compromised your ability to convince the Reviewers that you meet the Institute's published standards. It is unlikely that appeals based around the Reviewers' assessment of engineering knowledge or competence will be pursued.