

Welcome: The IET welcomes applications for Fellowship from individuals who have sustained high levels of achievement, for example through leadership, influence, senior responsibility, innovation, and professional service at the forefront of engineering, technology or cognate disciplines for a period of five years or more. Applicants for Fellowship must be prepared to adopt the code of conduct and ethical obligations of the profession.

Guidance: You are strongly recommended to seek guidance before attempting to complete this form. Contact the staff at the IET on 01438 767254 for advice on Professional Fellow Advisors who can help.

About this form: Depending on your answers to some questions you should only complete and return appropriate Criteria sections of the form (see page 2).

Your privacy: The IET undertakes that personal information in this form will be used solely for the purpose of assessing this application. Separate authority will be sought from you for use of any part of this application by the Institution of Engineering and Technology or its subsidiary companies for the purpose of providing goods and services.

YOUR CONTACT INFORMATION

Title:

D.O.B.:

First Name(s) :

Surname or Family Name :

Gender:

Honours/Titles/Qualifications:

IET Membership No: *(if applicable)*

Your preferred email address :

Home Telephone No
(including country code)

Work Telephone No:
(including country code)

Mobile/cell number *(including country code)*

*Your home address : *(including post or zip code and country)*

Current Post:

Employer:

*Address: *(including post or zip code and country)*

Job Title:

**please indicate your preferred mailing address*

THE IET EXPECTATION: *Fellowship of the Institution of Engineering & Technology may be awarded to individuals who have sustained high levels of achievement, for example through leadership, influence, senior responsibility, innovation, and professional service at the forefront of engineering, technology or cognate disciplines for a period of five years or more.*

THE CRITERIA: You need to be able to demonstrate that you have met two or more of the following Criteria over a period of *at least five years* in each case. Please read carefully the indicators and typical evidence required, then indicate which of these you wish to be judged against:

LEADERSHIP: Strategic roles influencing substantial programmes, activities and resources within your employing organisation (commercial, industrial, government, academic¹ or military²).

RESPONSIBILITY: Operational responsibility for significant programmes, activities and resources within your employing organisation (commercial, industrial, government, academic¹ or military²).

INSIGHT AND EXPERIENCE: Consultancy, business, management or technical specialist role related to engineering and technology.

CREATIVITY: Original research resulting in international recognition

INNOVATION: Personal responsibility for significant technological (product) innovation and Achievement.

ENTERPRISE: The successful creation and development of a business in a sector of relevance to the IET

SERVICE: Outstanding service on national and international professional bodies

REPUTE: National or international recognition of standing

INFLUENCE AND CONTRIBUTION: Other activity that meets the IET Expectation for Fellow, and is not otherwise identified

¹ See separate guidance for advice on academic roles that would normally lead to Fellowship status

² See separate guidance for advice on military rank that would normally lead to Fellowship status

Please now only complete the sections of this form relating to the Criteria against which you wish to be assessed. These will need to be submitted together with completed pages 1 and 2, and 12 to 18

CRITERION 1

LEADERSHIP: Strategic roles influencing substantial programmes, activities and resources within your employing organisation (commercial, industrial, government, academic or military)

Please provide an organisation chart clearly indicating your position in your organisation (Word, pdf, PowerPoint and Visio files are accepted)

How many professional engineers report to you: directly? Indirectly?

In 300 – 500 words please indicate how you measure up to the following indicators:

- Sphere of influence within organisation;
- Level at which represent organisation externally;
- Number, type and professional status of staff reporting;
- Budget responsibility, influence and size;
- Type and status of policies and procedures produced;
- Role in any investigations into major incidences.

CRITERION 2

RESPONSIBILITY: Operational responsibility for significant programmes, activities and resources within your employing organisation (commercial, industrial, government, academic or military).

Level within organisation structure indicated on an organisational chart. (Word, pdf, PowerPoint and Visio files are accepted)

How many professional engineers report to you: directly? Indirectly?

In 300 – 500 words please indicate how you measure up to the following indicators:

- Number, type and professional status of staff reporting;
- Budget responsibility, influence and size;
- Size and scale of projects or objectives delivered.

CRITERION 3

INSIGHT AND EXPERIENCE: as a consultant, business, management or technical specialist with a role related to engineering and technology.

In 300 – 500 words please indicate:

- Range of clients served;
- Level(s) within client organisations at which your advice is sought;
- Typical value of commissions.

CRITERION 4

CREATIVITY: Original research resulting in international recognition.

In 300 – 500 words please provide a summary of:

- Published work (as principal author) and/or other public output;
- Patents;
- Citations, invitations as conference chair, to organising committees, keynote speaker etc;
- Research grants and funding.

References to the latest three examples in each category should be given (It is unlikely that material more than 10 years old will be sufficiently novel.)

CRITERION 5

INNOVATION: Personal responsibility for significant technological (product) innovation and achievement.

In 300 – 500 words please explain:

- How your 'personal responsibility' is manifested;
- The scale of acknowledgement and media coverage of your work (with URL links as appropriate);
- Summary of numbers and timescale of the resultant products, patents, or peer reviewed papers in learned journals, international conferences and public output. References to the latest three examples in each category should be given.

CRITERION 6

ENTERPRISE: Personal successful creation and development of a business in a sector of relevance to the IET.

In 300 – 500 words please describe:

- Products and services;
- Turnover;
- Number of employees;
- Funding sources;
- Markets, Clients.

CRITERION 7

SERVICE: Outstanding service on national and international professional bodies

In no more than 300 words please provide a list of the bodies, and your level and timescale of engagement with them.

- BSI Standards Committees and international organisations;
- Chair of an IET senior Committee or Board;
- IET representative on major external body (e.g. Engineering Council).

CRITERION 8

REPUTE: Public recognition of your standing

In 300 words please describe the form of your recognition, including, typically:

- National and international awards such as decorations and honours that you have received;
- Registration with the Engineering Council;
- Fellowship of another Professional Engineering Institution;
- Honorary degrees;
- Awards from the IET and other professional bodies (e.g. FEng, FRS);
- Government specialist advisor.

CRITERION 9

INFLUENCE AND CONTRIBUTION: Activity that meets the IET Expectation for Fellow, and is not identified under previous criteria

In 300 – 500 words please indicate how you measure up, *inter alia*, to the following indicators:

- Exemplary leadership;
- Superior responsibility;
- Outstanding innovation;
- Significant professional service;
- Sustained achievement.

ABOUT YOU

Please advise your qualifications, professional registration or membership, and dates of achieving these:

Qualification/Registration./Membership	Date Achieved	Awarding Body/ Registration/membership number

EDUCATION

Provider	Dates	Qualification Achieved

EMPLOYMENT HISTORY [all candidates to complete]

Please give the relevant dates and designations of all posts you have held in the last 10 years (most recent first)

Number of posts :

CURRENT POST:

Employer :

Job Title:

Please describe your duties and responsibilities, relating these to the Criteria you ticked on the first page

Start Date	Budget responsibility / Staff reporting directly / Duties

PREVIOUS POST:

Employer:

Job Title:

Please describe your duties and responsibilities, relating these to the Criteria you ticked on the first page

Start Date	Budget responsibility / Staff reporting directly / Duties

PROFESSIONAL DEVELOPMENT

Please set out your planned and unplanned CPD over the past three years:

Details of courses, conferences, committees and self-study activities, including your role and, where appropriate, whether activities were joint with others. 500 words max

UNDERTAKING

I agree that I will be governed by the Charter and Bye-laws of The Institution of Engineering and Technology as they now are, or as they may hereafter be altered; and that I will advance the objects of The Institution of Engineering and Technology as far as shall be in my power; provided that, whenever I shall signify in writing to the Chief Executive that I may wish to withdraw from The Institution of Engineering and Technology, I shall, after the payment of any arrears which may be due by me at that period, and subject to Bye-law 26, be free from this obligation.

Agree Disagree

I declare the statements I have made on this form are, to the best of my knowledge, true. I confirm that I have not committed any offence of which The Institution of Engineering and Technology would require me to give notice under its Code of Conduct.

Agree Disagree

The IET values the interaction of its Fellows. Should I be successful in this application, then the IET may contact me from time to time for such participation, information and advice that I may be able to provide.

Agree Disagree

Signed		Dated	
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REFEREES

The role of your referees is to confirm, from their personal knowledge, that you are a suitable candidate to become a Fellow of the IET. A referee may be your employer or someone who knows you in a work capacity. Ideally they should include at least one IET Fellow.

You are strongly recommended to discuss your application with your referees before submitting this application. The IET will contact your Referees, providing access to your application, to ask them to verify that they understand the requirements and fully support your application. Your application will not be progressed until your referees' responses have been received.

REFEREE 1 FIET

Title/First Name/Last Name :

Email Address :

Telephone No :
(including country code)

Membership No

Address: *(including post or zip code and country)*

REFEREE 2

Title/First Name//Last Name :

Email Address :

Telephone No :
(including country code)

Address: *(including post or zip code and country)*

HELPFUL FEEDBACK TO THE IET

Please indicate how you received this form by ticking the most appropriate box:

<i>Registration & Standards Dept</i>	<input type="checkbox"/>	<i>An Honorary Officer</i>	<input type="checkbox"/>
<i>Professional Registration Advisor</i>	<input type="checkbox"/>	<i>The IET website</i>	<input type="checkbox"/>
<i>A recruitment meeting or exhibition - please give details:</i>			<input type="checkbox"/>

Please indicate what made you apply to become a Fellow of the IET

As an organisation, the IET will always look for Fellows to participate in its activities. There are a number of areas where your expertise, knowledge and experience as an elected Fellow will be advantageous in promoting the profession's interests and activities, as well as assisting other members of the Institution.

Please indicate in which area or areas you would most likely have an interest:

<i>Professional Registration Advisory Services</i>	<input type="checkbox"/>
<i>Mentoring</i>	<input type="checkbox"/>
<i>Professional Registration Roles</i>	<input type="checkbox"/>
<i>Accreditation Roles</i>	<input type="checkbox"/>
<i>Other – please give details</i>	<input type="checkbox"/>