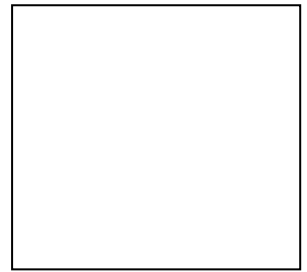




GHANA INSTITUTION OF ENGINEERING

P.O. BOX 7042, ACCRA-NORTH TEL: 760867, 760868, TEL/FAX: 772005



APPLICATION FORM FOR TRANSFER TO CLASS OF FELLOW

Attach 2 certified passport size photographs

Note: SPE Members may ignore sections requiring information already available to the Institution

Read the notes under section 13 before completing this form

Member Number

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1. Personal Information

Surname	Sex M/F	Date of birth(dd/mm/yyyy)
Other Names	Title (Dr/Mr/Mrs/Miss/Other)	
Place of Birth	Nationality	

Business Address	Address for Communication (If different)
E-mail:	E-mail:
Business Telephone:	Home Telephone:

2. Academic qualification(s)

(Attach Photocopies of Certificates)

Date	Name of Institution (Tertiary Only)	Certificates Awarded	Year of Award

3. Date of Admission to SPE Membership of GhIE: Day/ _____ Month/ _____ /Year _____
(Clause 6.1.1 Refers)

4. Membership of Other Professional Engineering Institutions (Enclose proof of registration)

Name of Institution and Grade	Registration Number	Country

5. Engineering Career

You must provide a statement (About 1000 words) neatly typed and presented in chronological order, beginning with the earliest date, on the way your engineering career has developed. This should include an outline of work in which you have been personally engaged and a statement of your professional responsibilities. If engaged in research and development or in circumstances where results of your work are published, a list of available reports, or papers of any patents should be provided. If you are a design engineer, details of any important designs originated by you and details of any patents should be provided. The details that you give should be sufficient to indicate that you have within the last ten years attained a position of superior responsibility in the science and practice of engineering.

Note: You may attach a Curriculum Vitae in lieu of the above if this adequately covers the requirements indicated.

6. Contribution to Engineering Practice

6.1 Number and nature of engineering assignments of significance, personally involved in, including research and publications. Indicate responsible functions performed (Attach further details as necessary):

6.2 Number of engineering practitioners personally mentored/trained: _____ Name at least five (5) engineering practitioners so mentored or trained:

No.	Name	Organization/Establishment	From (year)	To (year)
1				
2				
3				
4				
5				

7. GhIE Related Activities

7.1 Details of latest five (5) Annual General Meetings (AGM) attended:

1 _____

2 _____

3 _____

4 _____

5 _____

7.2 Details of Membership of Standing Committees of Council:

1 _____

2 _____

3 _____

4 _____

5 _____

7.3 Other Assignments Undertaken for or on behalf of GhIE:

1 _____

2 _____

3 _____

4 _____

5 _____

8. Continuing Professional Development (CPD)

8.1 GhIE Seminars, Workshops, Conferences, etc. attended with dates:

1 _____
2 _____
3 _____
4 _____
5 _____

8.2 Other Seminars, Workshops, Conferences, etc attended with dates:

1 _____
2 _____
3 _____
4 _____
5 _____

9. Position of Superior Responsibility

No.	Position Held	Organization	From	To
1				
2				
3				
4				
5				

NOTE: Applicant must have practised for at least fifteen years as an engineer, ten of which must be in a superior position with oversight responsibility for substantial financial, material and human resources.

10. Referees

Names and addresses of at least five (5) Fellows of good standing from whom references may be sought:

No.	Name	Address
1		
2		
3		
4		
5		

NOTE: At least two of such referees must belong to the same division as applicant.

11. Sponsors

FOR election to FELLOW: 2 Fellows must propose and be supported by 2 other SPEs.

We, the undersigned, propose/support the Candidate from personal knowledge as a person who has by his personal attainments acquired an established reputation as an engineer and whose admission as a Fellow will be in the interest of the Institution. (Clause 6.1 Refers).

Proposers

Full Name	Grade	Membership No.	Signature and Date

Supporters

Full Name	Grade	Membership No.	Signature and Date

12. Citation

Please provide below a citation of not more than 40 words, which briefly indicates the candidate’s contribution to the profession. This citation may be completed by one of your proposers. *(Examples of such Citations may be obtained from the GhIE Secretariat).*

13. Important undertaking to be signed by the applicant

35.0 Schedule form “GhIE A” (Clause 4.6 Refers)

I _____ the undersigned, in the event of my election to membership of the Ghana Institution of Engineering, will be governed by the constitution as they now are, or as they may hereafter be altered; and that I will advance the objects of the Institution as far as shall be in my power;

Provided that, whenever I shall signify in writing to the Council of the Institution that I am desirous of resigning from the Institution, I shall, after the payment of any arrears which may be due by me at that time, be free from this obligation.

Signed _____ Date _____

Notes

You are to note that the onus is upon you to provide sufficient information to allow a proper assessment of the application to be made. All new applicants must send with this form, evidence of academic qualifications. Authenticated photocopies are acceptable.

For office use:

Executive Committee Recommendation:

Council Approval

Date: _____

Date: _____

Signature: _____
Executive Secretary

Signature: _____
Executive Secretary