

CIHT Academic Assessment Guidance

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Introduction

The Academic Assessment route is designed for Incorporated Engineer (IEng) or Chartered Engineer (CEng) applicants who hold relevant non-accredited or partially accredited academic qualifications. Through this route, your academic qualifications will be assessed to determine whether they are equivalent to those that fulfil the academic benchmark.

The underpinning knowledge and understanding benchmarks are set by the Engineering Council for each level of professional registration:

- CEng – E.g. an accredited integrated Masters degree, a combination of accredited Bachelors and Masters degrees, accredited Bachelors degree (pre-1999), Washington Accord accredited degree (pre-2015) or FEANI/EUR-ACE second cycle integrated Masters.
- IEng – E.g. an accredited Bachelors degree, approved HND/HNC (pre-1999), Sydney Accord accredited degree or FEANI/EUR-ACE degree.
- EngTech – E.g. approved Level 3 qualification, approved level 6 SQCF qualification or Dublin Accord approved qualification.

If your qualifications are approved, you would then be eligible to proceed to Professional Review. The Professional Review stage involves submitting a Portfolio of Evidence and attending a Professional Review interview to demonstrate that you have reached the competence standards set by the Engineering Council. However, you should only apply for Professional Review once you have gained the required breadth and depth of practical experience to demonstrate competence to the level which you aspire.

In order to become professionally registered as an Incorporated Engineer (IEng) through CIHT, you will typically need a three year BEng (Hons) degree or HND/Foundation degree plus approved further learning to Bachelors level. For Chartered Engineer (CEng) you will need the equivalent to a MEng degree or BEng plus further learning to a Masters level.

Academic Assessment applications for CEng and IEng are assessed against the following five areas of learning, as outlined in the [Accreditation of Higher Education Programmes 4th edition](#) (AHEP)

- Science and mathematics
- Engineering analysis
- Design and innovation
- The Engineer and society
- Engineering practice

This route is available to you if you hold academic qualifications in engineering which are equivalent to the academic level required by the Engineering Council UK (e.g. Masters level for CEng) which have not been accredited by the Engineering Council UK for professional registration. Applications will be considered by the Individual Route Assessment Panel who will confirm whether your qualifications can be accepted as equivalent to accredited qualifications or whether further learning or a technical report is required to demonstrate the required level of underpinning knowledge.

What do I need to submit?

An Academic Assessment application should consist of two PDFs:

1. A completed academic assessment application form saved as a PDF.
2. Your main submission should be collated into one continuous PDF containing:
 - Confirmation from CIHT that an academic assessment may be submitted
 - A copy of your CV
 - Authenticated copies of your qualification certificates (including English translations where necessary)
 - UK-ENIC certificate confirming the level and equivalence (if relevant)
 - Academic transcripts for all of the qualifications submitted showing the grades and credits you achieved
 - Dissertation (thesis) summary
 - Module descriptors (where available)
 - Course syllabus (where available)
 - CPD record demonstrating a minimum of 25 hours per year for each of the previous two years. Please also include any CPD undertaken for the year in which you are applying, for information purposes. Your CPD record should include evidence that you have undertaken CPD in Health and Safety, Risk Management, Sustainability, Professionalism/Ethics and EDI
 - Professional Development Plan

The more information you can provide about the content of your qualifications, the easier it will be for the panel to assess whether it is comparable to equivalent academic qualifications.

Applications should be submitted to education@ciht.org.uk by the deadline provided by the CIHT Education Team.

CPD

Maintaining a CPD record helps you track, document then reflect on the skills, knowledge and experience that you have gained from both formal and informal learning. Please refer to the [CPD page of our website](#) for further guidance and information.

Lifelong Learning is one of the AHEP learning outcomes and CIHT applicants for Academic Assessment are required to submit a CPD record which demonstrates a minimum of 25 hours of CPD for each of the two previous calendar years. In order to demonstrate learning equivalent to a UK accredited degree your CPD record should include Your CPD record should evidence that you have undertaken CPD in Health and Safety, Risk Management, Sustainability, Professionalism/Ethics and EDI.

We recommend that you use [CIHT Learn](#) to plan and record your CPD activities. You can download your CPD record and Professional Development Plan from CIHT Learn.

What happens next?

Once you have submitted your Academic Assessment application, the Education Team will complete an administrative check to ensure that no documentation is missing. If everything appears to be in order, you will be invited to make payment of the Academic Assessment fee online through your MyCIHT account. Once payment has been made, your application will be sent to the Individual Route Assessment Panel for review at their next meeting.

Results



Applicants are usually informed of their outcome within 6 weeks of the date of submission. There is no requirement for an interview at this stage. In some cases, the Panel may ask you to provide further information before they can issue your result.

If the Panel approves your qualifications, you will be eligible to apply for Professional Review once you have gained the required breadth and depth of practical experience to demonstrate competence to IEng/CEng level.

If the panel does not approve your qualifications, you will be informed of the steps needed to demonstrate the required underpinning knowledge. This will typically involve either undertaking further study or submitting a technical report.

If your application is unsuccessful, you may not resubmit for an Academic Assessment unless you can provide significantly new information, such as evidence of an additional academic qualification which you have completed.

Appeals

Applicants have the right to appeal their result if they feel there was an error in the administration process. Appeals must be received in writing within four weeks of receiving the result and should be sent via e-mail to education@ciht.org.uk.

Reasonable adjustments

In line with the Equality Act 2010, the Institution will be proactive in making “reasonable adjustments” for applicants who inform us that they require them. Please note that it is your responsibility to advise us if there are any specific requirements or issues to be considered prior to your application. Please contact education@ciht.org.uk to discuss your requirements.

Further information

If you have any queries about applying for engineering professional registration through CIHT, please contact the Education team (education@ciht.org.uk)