

ANNUAL SUBSCRIPTION

A member of the Institution, other than an Honorary Fellow, shall pay an annual subscription, due at the commencement of the financial year, in respect of each year in accordance with the scale of subscriptions from time to time decided by the Council.

Membership Class	Subscription
Fellow	HK\$ 2,970
Member	HK\$ 2,100
Graduate Member	HK\$ 710
Associate Member	HK\$ 710
Companion	HK\$ 1,690
Student Member (age of 25 and above)	HK\$ 710
Student Member (age of 24 and below)	HK\$ 200
Affiliate	HK\$ 880

REDUCED SUBSCRIPTION**Member retiring from the practice of the profession/ business**

Any member who has retired from the practice of his profession or business, and is not in full time employment, may apply to the Council to pay a reduced annual subscription, dependent on the length of his continuous membership, as detailed below. Any member who has retired may continue to pay his full membership fees for sufficient period to earn the reduction he desires.

Continuous membership of 25 years and over	90% remission
Continuous membership of at least 20 years but not more than 25 years	60% remission
Continuous membership of at least 15 years but not more than 20 years	30% remission

Non-resident Member

This is applicable to members who, by self-declaration, stay in Hong Kong for a period or a number of periods amounting to less than 183 days during the financial year to which it relates.

Every member of any class other than Honorary Fellow or Student Member, whose place of residence is abroad and who wishes to maintain contact with the Institution through the receipt of the Institution's Publications, may pay a reduced annual subscription known as the "non-resident subscription" which shall be determined by the Council from time to time in respect of each complete financial year of such residence abroad. Non-resident subscription will be effective from the year following notification of intention to leave Hong Kong

Membership Class	Subscription
Fellow	HK\$ 1,485
Member	HK\$ 1,050
Graduate Member	HK\$ 355
Associate Member	HK\$ 355
Companion	HK\$ 845
Affiliate	HK\$ 440

SUBSCRIPTION EXEMPTION**Member with 50 years of membership**

A member of any class, other than Honorary Fellow, with 50 years membership with the Institution is eligible for annual subscription exemption.

APPLICATION FEE (Non-refundable and non-transferable)

Election to the membership class of Fellow/ Member (by professional assessment or by recognition)/ Associate Member/ Companion/ Additional Discipline by recognition	HK\$ 570
Election to the membership class of Affiliate	HK\$ 280
Transfer to the membership class of Fellow/ Member (by professional assessment or by recognition)/ Associate Member	HK\$ 570

ASSESSMENT FEE (Non-refundable and non-transferable)

The Council shall determine the assessment fees (if any) to be paid. The current scale of assessment fees is as follows:

Professional Assessment Fee (For Membership)	HK\$ 2,260
Professional Assessment Fee (For Additional Discipline)	HK\$ 1,530
Assessment Fee (For Associate Membership)	HK\$ 1,130
Individual Assessment on Academic Qualification *	HK\$ 1,000
Surcharge for Structural Examination (Written Examination)	HK\$ 1,200

Candidates applying for the Structural Examination (Written Examination) are required to pay a surcharge in addition to the professional assessment fee. Please refer to Table 2 of the Membership Fees enclosed in the Application forms for Membership for details.

* Individual assessment on academic qualification is an assessment for an applicant who has academic qualifications other than those directly accepted by the Institution. Details can be referred to Section 2 in the Membership Booklet M3.

ENTRANCE FEE#

In order to secure admission, new members on election shall pay an entrance fee, the amount of which shall be determined from time to time by the Council.

New members on election to any class of membership, other than Honorary Fellow or Student Members, whose place of residence is outside Hong Kong, shall enjoy a reduced entrance fee.

The current scale of entrance fee is as follows:

	Entrance Fee	Non-resident Entrance Fee
Fellow	HK\$ 1,950	HK\$ 975
Member	HK\$ 1,540	HK\$ 770
Graduate Member	HK\$ 750	HK\$ 375
Associate Member	HK\$ 750	HK\$ 375
Companion	HK\$ 1,350	HK\$ 675
Student Member (age of 25 and above)	HK\$ 610	N/A
Student Member (age of 24 and below)	HK\$ 150	N/A
Affiliate	HK\$ 710	HK\$ 355

TRANSFER FEE#

In order to secure admission to a higher class of membership, members on election shall pay a transfer fee which shall be the difference between the (current) entrance fee of their previous class of membership and the (current) entrance fee of their new class of membership.

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Every member of any class other than Honorary Fellow or Student Member, whose place of residence is abroad and who wishes to maintain contact with the Institution through the receipt of the Institution's Publications, may pay a reduced annual subscription known as the "non-resident subscription" which shall be determined by the Council from time to time in respect of each complete financial year of such residence abroad. Non-resident subscription will be effective from the year following notification of intention to leave Hong Kong

Membership Class	Subscription	Non-resident Subscription Fee
Fellow	HK\$ 2,970	HK\$ 1,485
Member	HK\$ 2,100	HK\$ 1,050
Graduate Member	HK\$ 710	HK\$ 355
Associate Member	HK\$ 710	HK\$ 355
Companion	HK\$ 1,690	HK\$ 845
Student Member (age of 25 and above)	HK\$ 710	N/A
Student Member (age of 24 and below)	HK\$ 200	N/A
Affiliate	HK\$ 880	HK\$ 440

To facilitate processing of application and secure admission in cases of election, applicants are required to pay the application fee, assessment fee, entrance or transfer fee and subscription at the time of making their applications. The subscription payment, entrance or transfer fee will only be taken when application for election or transfer has been successful.

New member

New members shall pay their subscription for the year of their election immediately upon election in order to secure admission, provided that any member elected between the first day of November and the thirty-first day of January in any year shall pay one half only of the annual subscription to secure his membership for the remainder of the year of his election and any member elected between the first day of February and the thirty-first day of March in any one year shall pay the full subscription for the following year but shall not be due to make further payment until the end of the following year.

Member elected to higher class of membership

Members elected to higher class of membership shall pay the difference between the annual subscription for their previous class of membership and the annual subscription for the class to which they have been elected immediately upon election in order to secure transfer, provided that any member elected between the first day of November and the thirty-first day of January in any year shall pay one half only of the difference between the annual subscriptions for the remainder of the year of his election, and any member elected between the first day of February and the thirty-first day of March in any one year shall pay the full difference between the respective relevant annual subscriptions but shall not be due to make further payment until the end of the following year.

Special offer for Student membership

Student taking a recognised engineering programme can enjoy three years' Student membership by paying a single fee of HK\$300. Student Members who transfer to other membership grades or renewing their membership in the fourth year are required to pay the normal annual subscription.

(Updated on 12 January 2023)

LATE PAYMENT

If any member shall leave his annual subscription in arrear for six months from the commencement of the financial year, and shall fail to pay such arrear within three months after a written application has been sent to him at his last known address, his name shall be struck off the Roll pursuant to a resolution by the Council in that behalf at any time afterwards, and he shall thereupon cease to be a member.

PAYMENT AND APPLICATION FOR REINSTATEMENT OF MEMBERSHIP

Members can apply for reinstatement of membership if they have ceased to be a member of the Institution in seven years or less (for Corporate Members and Associate Members) / three years or less (for members of other classes). The current payment scale for reinstatement of membership other than for non-resident members, is a reinstatement fee of HK\$410 (for administration purpose), plus all arrears in subscription. The arrears in subscription shall be subject to a maximum of three years' subscriptions prior to the application for reinstatement of membership.

Non-resident members who apply for the reinstatement of membership as non-resident members shall only be required to pay a reinstatement fee of HK\$410; all arrears in subscription shall be waived. Other requirements for reinstatement of membership shall remain unchanged.

Members who apply for reinstatement of membership are required to submit an Application Form, Continuing Professional Development (CPD) Declaration Form, Payment Form and subject to any regulations for reinstatement.

POLICY ON REINSTATEMENT

Corporate Members and Associate Members who have been removed from the membership roll (due to resignation or striking off by Council resolution) for more than seven years will be required to submit fresh applications should they wish to re-join the Institution. All other grades of members who have been removed from the membership roll (due to resignation or striking off by Council resolution) for more than three years will be required to submit fresh applications should they wish to re-join the Institution.

POLICY ON MEMBERSHIP FILES

All files of Corporate Members and Associate Members who have been removed from the membership roll (due to resignation or striking off by Council resolution) will only be kept for seven years. All files of all other grades of members who have been removed from the membership roll (due to resignation or striking off by Council resolution) will only be kept for three years.

ANNUAL SUBSCRIPTION OF SUSPENDED MEMBERS

Any member whose membership is suspended shall be liable to pay the subscription for the whole of the financial year in which his suspension commences.

Upon expiry of the suspension period, if the member concerned would like to continue his membership, he shall pay all outstanding subscription.

Any member under suspension is not required to pay the subscription for the intervening years when suspension is in force.

For enquiries, please contact the Membership Section at Tel No. 2895 4446.

Charges for Services Reinstatement

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| 1. Confirmation of Membership Status for an Individual Member | HK\$100 |
| 2. Confirmation for one Academic Qualification | HK\$100 |
| 3. Replacement of Membership Certificate | HK\$200 |

(Updated on 1 April 2020)