

FREQUENTLY ASKED QUESTIONS FOR APPLICATION FOR THE HKIE GRADUATE MEMBERSHIP

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BENEFITS OF JOINING THE HKIE

➤ *What are the benefits of joining the HKIE?*

HKIE Graduate Membership offers numerous advantages for aspiring engineers.

Structured Professional Development

- Gain eligibility for Scheme “A”, which is a collaboration between the HKIE and the industry. This is a structured training programme designed to equip engineering graduates with the knowledge, skills and experience required for HKIE Corporate Membership, allowing Scheme “A” trainees of Scheme “A” to sit for the HKIE Professional Assessment after completing the training and accumulating adequate responsible experience to manage engineering activities, normally no less than three years after graduation.

Stay Informed

- Access to exclusive activities organised by the HKIE and different Divisions, providing valuable insights into the latest advancements in the engineering field.

Network Building

- Connect with other engineering students, graduates and professionals to build a valuable network for future career success.

Professional Development

- Participate in events, conferences and workshops to enhance professional development and expand knowledge.

These benefits provide a strong foundation for professional growth and development within the engineering community.

ELIGIBILITY FOR GRADUATE MEMBERSHIP & PROGRAMME RECOGNITION

➤ *What are the criteria for Graduate Membership?*

Graduate of an engineering or computer science degree programme, higher diploma, or associate degree programme accredited by the HKIE or recognised under Washington Accord, Seoul Accord, or Sydney Accord; or 見習工程會員 of the Guangdong Institution of Engineers (廣東省工程師學會) with association of respective institutions listed below:

Institution
Measurement Control Technology and Equipment Application Promotion Association of Guangdong Province 廣東省測量控制技術與裝備應用促進會
Guangdong Society of Civil Engineering and Architecture 廣東省土木建築學會
Guangdong Province Highway Society 廣東省公路學會
Guangdong Society for Electrical Engineering 廣東省電機工程學會
Guangdong Provincial Society for Rock-Soil Mechanics and Engineering 廣東省岩土力學與工程學會
Guangdong Mechanical Engineering Society 廣東省機械工程學會
Guangdong Institute of Electronics 廣東省電子學會

➤ *How can I check if my academic qualification(s) is/are recognised?*

The HKIE recognises the following programmes as meeting the academic requirements for Graduate Membership of the HKIE:

- engineering degree programmes recognised under the Washington Accord;
- computer science degree programmes recognised under the Seoul Accord; or
- engineering higher diploma or equivalent programmes recognised under the Sydney Accord.

Please refer to the following websites to check the recognition of your academic qualification(s) under the Washington Accord, Seoul Accord or Sydney Accord:

- Washington Accord:
<https://www.internationalengineeringalliance.org/accords/washington>
- Seoul Accord:
<https://www.seoulaccord.org/signatories.php?id=135>
- Sydney Accord:
<https://www.internationalengineeringalliance.org/accords/sydney>

Please check your programme and its accreditation period offered by institutions, which are commonly inquired about by applicants, on the following websites:

Programme offered by	Relevant website
a HK institution	The Hong Kong Institution of Engineers https://hkie.org.hk/membership/accreditation/accredited-recognised-programmes/
a Mainland institution	China Engineering Education Accreditation Association https://www.cceaa.org.cn/rzjl/rzjl.php
a UK institution	Engineering Council United Kingdom https://www.engc.org.uk/resources-and-guidance/education-and-skills/course-search/advanced-course-search
a Canadian institution	Engineers Canada https://engineerscanada.ca/accreditation/accredited-programs/program
an Australian institution	Engineers Australia https://www.engineersaustralia.org.au/about-us/accreditation
a New Zealand institution	Engineering New Zealand https://www.engineeringnz.org/engineer-tools/ethics-rules-standards/accredited-engineering-qualifications/
a US institution	Accreditation Board for Engineering and Technology https://www.abet.org/accreditation/find-programs/

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- ***I can find my academic qualification(s) on the websites listed above, but my study period does not fall into the stated period. Should I still submit my application?***

You may submit your application for further verification by the HKIE if your academic qualification(s) fall outside the accreditation period.

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- ***I cannot find my academic qualification(s) on the websites listed above. What should I do?***

You may apply for an individual assessment of your academic qualifications to confirm if you have met the academic requirements for the class of Graduate Member. You are required to complete the [Form 1/AQ](#) and follow the steps as stated in the form to submit the application.

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- ***I cannot find my academic qualification(s) on the websites listed above, but the qualification(s) has been assessed by the HK Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) as meeting Level 5 (Bachelor's degree) of the HK Qualifications Framework (HKQF). Does it mean that my academic qualification is recognised by the HKIE?***

The HKCAAVQ evaluates whether the totality of one's educational qualifications meets the standard of a particular HKQF level. However, this assessment is **not** related to the academic requirements for Graduate Membership of HKIE. You are required to apply for the individual assessment of the HKIE to confirm if your academic qualifications satisfy the academic requirements for the class of Graduate Member.

APPLICATION SUBMISSION AND PROCESS

➤ *How can I submit my application?*

Please click “[Be a Member](#)” on the HKIE website, register for a HKIE Portal account, and select “Graduate Member” to join the HKIE Graduate Membership. **Instructions on setting up your HKIE Portal account** can be found [here](#).

When applying, you will need to upload **both** your academic certificates and transcripts of the academic programmes officially issued by the higher education institution. If you wish to apply for Graduate Membership via the Reciprocal Recognition Agreement route, please also upload your membership certificates of the Guangdong Institution of Engineers (廣東省工程師學會) and its associated professional institution.

Your application will reach the HKIE Secretariat after you have completed all the required sections and endorsed by your Supporter.

➤ *I have just completed my study and have not received my academic certificate yet. Can I still submit my application?*

Yes. If you cannot provide the academic certificate at the time of application, please provide your transcript with information of year of completion of study and the class of honour.

➤ *How can I check my application status and how long does the application process take?*

You may check your application status via the application system.

- Once your application has been endorsed by your Supporter and reaches the Secretariat, the status will change to “**Submitted**”.
- After the Secretariat has processed your application, or while it is pending fee payment or final approval, the status will change to “**In Processing**”.

Normally, once the required fees have been settled, you will be notified of the result within one month. Please note that the processing time may vary depending on the number of applications received by the Institution and the complexity of your application. The entire application process may take around three months.

➤ ***Currently, I am a Student Member. Is the application process the same?***

Yes. The application requirements are the same as those for a new Graduate Membership application, including completion of the application form, submission of official academic certificates and transcripts, and nomination of a Supporter.

However, as an existing Student Member, you should log in to the HKIE Portal using your registered email address or HKIE Membership Number and password to start your application.

➤ ***When will I receive my membership number and membership card after successful election?***

Your membership number will be shown in the Election Letter, which will be issued to you three weeks after the Council's approval.

The Institution has introduced a service of electronic membership card for Graduate Members to replace the physical membership card. You can retrieve your e-membership card by logging in to the "Members Login Area" and navigating to "My Membership" > "e-Membership Card" two weeks after the date of the Election Letter.

➤ ***After I submit the application, can I still edit or update the information/documents?***

Once the application has been submitted, the information or documents cannot be edited. If you need to update or revise any details, please contact the External Qualifications Section at eq@hkie.org.hk.

➤ ***Do I need to submit certified true copies, or are clear scanned copies of the original certificates and transcripts sufficient?***

You are not required to submit certified true copies of your certificates and academic transcripts. Clear scanned copies of the original documents are sufficient, provided they are legible.

➤ ***Will I receive an acknowledgement email once the application reaches the Secretariat?***

No individual acknowledgement email will be sent. You may check the status of your application by logging in to the HKIE Portal.

SUPPORTER

➤ *What is Supporter and who can be my Supporter?*

You are required to nominate an HKIE Member (Corporate Member or Associate Member*) as a Supporter. The Supporter will inspect and confirm the documentary evidence of your academic qualifications and recommend you for election as a Graduate Member.

*Note: Associate Members are eligible to serve as supporters of the membership applications of Graduate Members for applicants who have obtained a recognised higher diploma/certificate or associate degree in a recognised engineering or technological discipline.

➤ *What kind of information do I need to obtain from my Supporter?*

Please obtain the full English name and HKIE membership number of your Supporter before completing the application for Graduate Membership.

➤ *Do I need to inform my Supporter after I have submitted application?*

The HKIE Portal will send an email to your Supporter after you have filled out the **“Attestation by Supporters”** section and clicked the **“Send Email”** button. You may wish to remind your Supporter to check his/her registered email and follow the steps to complete the verification and endorsement.

➤ *Where can I find an HKIE Member to be the Supporter?*

You may seek assistance from the Training or HR department of your company.

➤ *What should I do if my nominated Supporter does not respond or refuses to endorse the application? Can I change my Supporter?*

Before any Supporter has endorsed your application, you may nominate more than one Supporter or change your Supporter in the application system.

ENTRANCE AND SUBSCRIPTION FEES

➤ *How much do I need to pay for the Graduate Membership?*

Graduate members are required to pay an entrance fee and the first subscription fee upon successful election, and thereafter a subscription every year.

Detailed information and amount of entrance fee and annual subscriptions can be found under the “[Subscription](#)” section on the HKIE website.

➤ *How can I pay the Fees?*

The HKIE Secretariat will send an invoice to your registered email after the assessment process is completed. You may settle the payment using any of the following methods:

- Credit card via the online payment portal.
- Cash at the HKIE Headquarters.
- A crossed cheque payable to “**The Hong Kong Institution of Engineers**”.

➤ *Are the fees refundable if my application is unsuccessful?*

You will not be charged any fees if your application is unsuccessful.