

M 2 ROUTES TO FELLOWSHIP

(When the masculine gender is used in the text, it is intended that this should embrace both the masculine and feminine genders)

Introduction

Fellow is the highest grade of membership of the Institution available for application. As senior members of the profession, Fellows are in a position to make major contribution to the affairs of the Institution on issues in the public interest, in the learned society, and in the setting of standards for qualification. The definition and requirements of Fellow are defined in the Constitution.

Candidates for election to the class of Fellow shall be supported by four Corporate Members, at least two of whom shall be Fellows. Fellows may use the designatory letters FHKIE.

1. General Requirements to become Fellows

Fellows of the Institution should have achieved a position of considerable technical and/or administrative responsibility for sufficient duration to meet the requirements of Fellow defined in the Constitution.

In addition to the position held by the candidate at time of application, the following factors will be taken into account:

i. Job History

The candidate should have held a position of significant responsibility in the engineering field for at least 5 years. In addition, the candidate should normally have a minimum of 10 years post-qualification (after MHKIE or equivalent) experience in engineering field. For the guidelines for the interpretation of significant responsibility, senior position and examples of exceptional cases, a summary table is attached as Attachment I which forms part of the requirements in this Booklet.

ii. Professional Bodies

Fellowship of professional bodies, in particular those with reciprocal recognition agreements with the Institution.

iii. Contribution to the Institution

Significant contributions to the Institution's activities and development.

iv. Continuing Professional Development

Extent of effort made towards continuing professional development.

2. Routes to Fellowship

There are two routes to Fellowship, Transfer from Member and Direct Entry.

2.1 Transfer from Member

Members of the Institution (MHKIE) may apply to transfer to the grade of Fellow. The requirements are stated in Section 1, "General Requirements to become Fellows".

2.2 Direct Entry

2.2.1 Normal Route (Route FS1)

A candidate who applies through this route of Direct Entry should meet the following requirements in addition to the general requirements as stated in Section 1.

Engineers who would normally meet the requirements for Corporate Membership of the Institution and who hold a prominent position of responsibility in a relevant branch of engineering may apply for direct admission to the grade of Fellow.

Such candidates for direct entry to Fellow are required to have:

- i. high educational qualifications and either
- ii. made noteworthy contribution to the science of engineering, or
- iii. materially advanced the practice of engineering from the technical point of view.

2.2.2 Mature Route (Route FS2)

A candidate who applies through this route of Direct Entry should meet the following requirements in addition to the general requirements as stated in Section 1.

Engineers without recognised educational qualifications but who would normally meet the requirements for Corporate Membership of the Institution via the 'Mature' route and who hold a prominent position of responsibility in a relevant branch of engineering may also apply for direct admission to the grade of Fellow without a Discipline. An informal interview and review may be required by the Qualification and Membership Board.

Such candidates for direct entry to Fellow are required to have:

- i. made noteworthy contribution to the science of engineering, or
- ii. materially advanced the practice of engineering from the technical point of view.

2.2.3 Eminence Route (Route FS3)

The Institution, very exceptionally, admits distinguished engineers direct to the class of Fellow. Such persons should be of particular eminence, will have obtained an international reputation in their field of engineering, and possess some tangible recognition of eminence, such as a national honour or award. A citation from a proposer may be required. On occasions, in order to encourage applications, the Executives might collectively act as a proposer and nominate suitable candidates for due consideration before inviting them to submit formal applications. Such admissions will be based on recommendations by the Qualification and Membership Board and decisions taken by the Council will be final.

Procedure

Applicants for transfer or direct admission to Fellow are required to

1. complete Form 1/F and obtain sponsorship of four Corporate Members, two of whom must be Fellows of the Institution, and two of whom must be in the same discipline as the candidate, with the exception of the Eminence Route;
2. provide a detailed curriculum vitae (approximately five pages) giving details of the positions held in the last ten years and indicating personal responsibilities, scale of operation and staff structure;
3. include evidence of their Continuing Professional Development activities. The Institution's CPD logbook is recommended for this purpose;
4. list any professional publications; and
5. give details of any activities in support of the profession.

All decisions taken by the Council will be final.

Guidelines for the core attributes of significant responsibility and examples of senior positions in the Academic, Government, Consulting and Contracting, Manufacturing and Others Sectors

<i>Sector</i>	Academic	Government	Consulting	Contracting, Manufacturing and Others
<i>Core Attributes</i>				
Significant responsibility in a senior position <small>Note 1</small>	<ul style="list-style-type: none"> ➤ An experienced professional engineer with managerial/leadership responsibilities. ➤ Has served as Principal Investigator of major research and consultancy projects. ➤ Responsible for curriculum development, degree programs, or research programs. ➤ Involvement in establishing engineering and academic practices/policy/strategies. ➤ Managing an engineering team. 	<ul style="list-style-type: none"> ➤ An experienced professional engineer with managerial/ leadership responsibilities. ➤ In charge of large scale private or public building developments/ engineering projects, engineering operations or service areas. ➤ Recommending and/or giving approval and consent for private or public building developments/ engineering projects. ➤ Responsible for development or engineering planning, design procurement, project implementation and high-level problem resolution and analysis. ➤ Involvement in establishing engineering practices/policy/ strategies and development control issues. ➤ Managing an engineering team or head of a section/unit. 	<ul style="list-style-type: none"> ➤ A lead professional engineer with managerial responsibilities, usually involving business strategies and management policies. ➤ In charge of major projects, engineering operations or services/business areas, usually with responsibilities of dealing with clients, contractual matters, government authorities and related bodies. ➤ Leadership of a team of engineering staff, head of a section of his organization. ➤ Leadership responsibilities for research, development and application of new concepts, methods, materials and technologies relevant in design, manufacturing and construction 	<ul style="list-style-type: none"> ➤ A lead professional engineer who plays a managerial role, usually involving business strategy development and management policies. ➤ In charge of large scale engineering projects and responsible for the complete process including design, build and operation of plant systems. ➤ Leadership of a team of engineering staff, head of a section of his organization. ➤ Responsible for financial, technical, safety, quality, environmental and contractual aspects of projects. ➤ Responsible for project resources planning and customers satisfaction. Proactive in building relationship.

Note 1: In assessing an application for Fellowship, a candidate should possess substantial number of factors indicating significant responsibility in this table.

<i>Sector</i>	Academic	Government	Consulting	Contracting, Manufacturing and Others
<i>Core Attributes</i>				
Number of years of experience required after acquiring professional qualification	<ul style="list-style-type: none"> ➤ A minimum of 10 years post-qualification (after MHKIE or equivalent) experience in engineering. 	<ul style="list-style-type: none"> ➤ A minimum of 10 years post-qualification (after MHKIE or equivalent) experience in engineering irrespective of rank. 	<ul style="list-style-type: none"> ➤ A minimum of 10 years post-qualification (after MHKIE or equivalent) experience. 	<ul style="list-style-type: none"> ➤ A minimum of 10 years post-qualification (after MHKIE or equivalent) experience.
Examples of senior position	<ul style="list-style-type: none"> ➤ For universities, Chair Professor, Professor, Reader, Senior Lecturer and Associate Professor (Note 2) ➤ For Vocational Training Council (Institute of Vocational Education), Head and Principal Lecturer. 	<ul style="list-style-type: none"> ➤ Senior Engineer and above rank 	<ul style="list-style-type: none"> ➤ Director, Technical Director, Associate Director, Associate ➤ Senior Resident Engineer and above in governmental/ semi-governmental project sites 	<ul style="list-style-type: none"> ➤ Director, Associate Director, Department Manager
Examples of Exceptional Cases ^{Note 3}	<ul style="list-style-type: none"> ➤ A candidate at lecturer/Assistant Professor rank in a university who has served for a sufficient period and meets the prevailing guidelines and has been charged with significant responsibility comparable to those outlined by the prevailing guidelines. 	<ul style="list-style-type: none"> ➤ A candidate at basic engineer rank in the government who has served in a special section/unit within an engineering department or a non-engineering department for a sufficient period and meets the prevailing guidelines and has been charged with significant responsibility comparable to those outlined by the prevailing guidelines. 	<ul style="list-style-type: none"> ➤ A candidate who is an entrepreneur and successfully developed a reputation in his field and meets the prevailing guidelines on significant responsibility and experience in a senior position. 	<ul style="list-style-type: none"> ➤ A candidate who is an entrepreneur and successfully developed a reputation in his field and meets the prevailing guidelines on significant responsibility and experience in a senior position.

Note 2: An Associate Professor who is not at University Senior Lecturer rank should have at least a minimum of 9 years as Associate Professor in post.

Note 3: A candidate who is classified as an exceptional case should have at least 20 years post-qualification (after MHKIE or equivalent) experience.

MEMBERSHIP INFORMATION BOOKLETS AND APPLICATION FORMS

MEMBERSHIP INFORMATION BOOKLETS

M1	Classes of Membership
M2	Routes to Fellowship
M3	Routes to Membership
M4	Routes to Associate Membership

APPLICATION FORMS

Form 1/F	Application for Election/Transfer to the Class of Fellow
Form 1/M	Application for Election/Transfer to the Class of Member
Form 1/G	Application for Election/Transfer to the Class of Graduate Member
Form 1/AM	Application for Election/Transfer to the Class of Associate Member
Form 1/S	Application for Election as a Student Member
Form 1/D	Application for Admission in an Additional Discipline by Professional Assessment
Form 1/DA	Application for Admission in an Additional Discipline by Reciprocal Recognition
Form 1/C	Application for Election to the Class of Companion
Form 1/AF	Application for Election as an Affiliate
Form 1/AQ	Application for Assessment of Academic Qualifications
Form 1/TA	Application for Training Assessment – Civil Discipline

ADDITIONAL INFORMATION SHEETS

M30675	Guidance Notes for Civil Professional Assessment
M39487	Admission Requirements for Associate Member in Aircraft Discipline
M39484	Admission Requirements for the Aircraft Discipline
M39481	Admission Requirements for Associate Member in Biomedical Discipline
M39476	Admission Requirements for the Biomedical Discipline
M22949	Admission Requirements for the Building Discipline
M8589	Admission Requirements for the Building Services Discipline
M39485	Admission Requirements for the Chemical Discipline
M40004	Admission Requirements for the Energy Discipline
M19996	Admission Requirements for the Environmental Discipline
M39482	Admission Requirements for Associate Member in Fire Discipline
M39479	Admission Requirements for the Fire Discipline
M12432	Admission Requirements for the Geotechnical Discipline
M39475	Admission Requirements for the Information Discipline
M39486	Admission Requirements for the Logistics and Transportation Discipline
M39477	Admission Requirements for the Manufacturing & Industrial Discipline
M39483	Materials Engineering Courses for Supplementary Study and Continuous Professional Development to Satisfy Admission Requirements of Materials Discipline
M39478	Admission Requirements for the Mechanical Discipline
M22622	Admission Requirements for the Structural Discipline
M14343	Professional Qualifications for Corporate Membership – Exemption from Professional Assessment
A14343	Technologist Qualifications for Associate Membership – Exemption from Assessment
M39480	Matching of Aircraft Maintenance License holders to HKIE Membership
M40001	Special Route for Specific Disciplines (Environmental, Information and Materials)
M40002	Criteria and Procedures for candidates with engineering academic qualifications which are not accredited engineering degrees for Professional Assessment
M40003	Research and Development Route to Corporate Membership
M39488	Guidance notes on resit of Professional Assessment
M40005	Recognition of engineering and computer science programmes of the University of Macau for Intakes in 2010 and before
M40006	Associate Membership Route to Corporate Membership
M40007	Appeal Procedures
A40008	Matching of ATSEP Certification Holder to Associate Membership of the HKIE

TRAINING BOOKLETS

Scheme 'A' Aims, Procedures and Requirements; Scheme 'A' Training Student Guide; Scheme 'A' Training Record of Objectives.

Please refer to our website for the latest version of the above information:

<http://www.hkie.org.hk/eng/html/downloads/membership.asp>