

THE HONG KONG INSTITUTION OF ENGINEERS

SCHEME “A” GRADUATE TRAINING

FEE TABLE

ITEM	DESCRIPTIONS	ASSOCIATED FORM	FEEES (HKD)
[1]	Record of Continuing Professional Development		\$20 **
[2]	Scheme “A” Graduate Training Logbook	Order Form for Logbooks *	\$50
[3]	Record of Training Outcomes		\$30 **
[4]	Application for Company Assessment / Re-assessment	TD1	Nil
[5]	Trainee’s Registration – Application Fee	TD2P	\$500 **
[6]	Request for Exemption – Administrative Fee	TD3P	\$1,000 **
[7]	Trainee’s Registration – Registration Fee	N/A	\$2,950
[8]	Late Collection of Training Completion Certificate	N/A	\$100
[9]	Replacement of Training Completion Certificate	N/A	\$200

Remarks:

- i. All cheques should be crossed and made payable to “The Hong Kong Institution of Engineers” and submitted together with the associated form (if applicable). Please ensure that there is sufficient fund in the designated bank account to be debited for at least six months from the issuing date of the cheque. Post-dated cheques will not be accepted.
 - ii. For items [5] and [6], trainee’s full name, company name and contact information should be written at the back of the cheques. Separate cheques should be submitted for each TD2 and TD3. While the application fee is non-refundable and non-transferable, the administrative fee for TD3 will not be processed if the registration is not successful. Receipts for items [5] and [6] are available upon request.
 - iii. Registration Fees will not be charged until the trainees are confirmed to have registered successfully. The HKIE will issue an invoice for the registration fee to the company upon confirmation of registration of the trainees.
 - iv. For the purchase of logbooks (items [1], [2] and [3]), payment must be confirmed with receipts issued by the HKIE before logbooks can be collected.
 - v. Please do not send cash by post.
 - vi. Please do not staple the cheques.
- * Order Form for Logbooks will be available to companies approved for Scheme “A” in competence-based format.
- ** Effective from 1 April 2019

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Enquiries

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