

## ACADEMIC QUALIFICATIONS & LICENCES

Please send attested copies of any relevant certificates with this form. Please note that all enclosures should be submitted on A4 sized paper. Qualifications required for each grade are as follows:

Affiliate	None, but student applicants should provide details of their studies and when they expect to complete them.
Associate	Candidates must either: <ol style="list-style-type: none"><li>1 Hold an honours degree or equivalent qualification or ....</li><li>2 Have a BTEC National Certificate, N/SVQ level 3, or equivalent qualification or...</li><li>3 Be a licensed aircraft maintenance engineer holding a UK CAA Licence without type rating (including equivalent Hong Kong or Australian licences)</li></ol>
Associate Member	Candidate must either: <ol style="list-style-type: none"><li>1 Have a BTEC Higher National Certificate, ordinary degree or equivalent qualification or...</li><li>2 Have an honours degree or equivalent or...</li><li>3 Possess ten years appropriate experience or...</li><li>4 Be a licensed aircraft maintenance engineer holding a UK CAA Licence with type rating or appropriate company approvals (including equivalent Hong Kong or Australian licences)</li></ol>
Member	Candidates must either: <ol style="list-style-type: none"><li>1 Have an honours degree or equivalent or...</li><li>2 Have fifteen years professional experience</li></ol>
Fellow/Companion	As for Member

## INITIAL PROFESSIONAL DEVELOPMENT (IPD)

Initial Professional Development comprises the acquisition and development through training and learning from experience, of the special skills and approach needed to practice in a specific area of aerospace. As such in this section we are looking for details of any structured professional training programmes and your early career history. Ideally training will have been "mentored" i.e. guided by a more senior professional, however if this is not the case, more substantial work-based experience should be outlined. Please give the following details:

- name and address of employer
- job title
- outline of your work including main activities

Some aerospace companies may have their training programmes accredited by the Society. If this applies to your situation, please enclose a copy of your certificate of completion.

Your IPD may be considered completed after a minimum of four years, and when your employment requires you to apply your technical and/or business competence under your own personal accountability. Details of this "responsible" position and those beyond should be provided in the next section of this form.

In the case of candidates for Membership who have not completed a formal training programme the Grading Committee may accept suitable experience instead. Normally at least two years' experience will be required as the equivalent of one year of training.

## SUMMARY OF WORK EXPERIENCE

Please give a concise summary of your training and experience. For each entry please give the following details:

- name and address of employer
- job title
- outline of your work including main activities and degree of responsibility

For your current post at least you must include an organisational chart indicating where your post lies. All enclosures must be submitted on A4 sized paper.

Please note the following guidelines of levels of responsibility normally appropriate for each grade. These are intended for guidance only and are in no way intended to provide an exhaustive list which excludes aerospace professionals operating outside the sectors identified.

### Armed Services

Fellow and Companion	Captain RN, Colonel, Group Captain
Member	Lieutenant RN, Captain, Flight Lieutenant
Associate Member	Senior NCO
Associate	Junior NCO

### Commercial Flying Staff

Fellow and Companion	ATPL holder in a senior management; Chief Test Pilot; Fleet Operations Manager; Training Captain or Route Check Captain in a major airline.
Member	ATPL holder employed as captain of aircraft over 25 tonnes; CPL holder employed in flight crew capacity for at least 7 years; project test pilot or lead flight test engineer in major project.
Associate Member	CPL holder employed as an active pilot; flight engineer; test pilot; senior cabin staff.
Associate	Cabin staff.

### Education & Training

Fellow and Companion	Professor; Reader; Outstanding Senior University Lecturer. Director of an aeronautical training organisation. Equivalent research posts.
Member	University Lecturer; Senior Lecturer in a college of further education; equivalent posts in industry or research.
Associate Member	Assistant Lecturer or Instructor in aeronautical subjects.
Associate	Suitably qualified laboratory staff.

### Engineering and other Ground Based Operating Industries

Fellow and Companion	General Manager, Chief Engineer or Product Director, Manager of a major maintenance facility. Head of specialist function in a major company. Will normally be responsible for the work of a large number of others or will be working at a highly specialised level.
Member	Exercising skill requiring degree equivalent academic expertise and making decisions without reference to a higher authority. This includes Section Leader or Shop Manager, Senior Engineer, Designer, Author.
Associate Member	Exercising skill requiring academic expertise equivalent to the next level below degree and requiring very limited supervision. This includes Aircraft Maintenance Engineer, Draughtsman, Research Technician, or Technical Instructor.
Associate	Exercising skill requiring BTEC or SCOTVEC National Certificate or Diploma. May require significant supervision. This includes Senior Draughtsman, workshop or Laboratory Technician, Aircraft Maintenance Technicians.

### Professional Services

Fellow and Companion	Senior Manager, Senior Partner, Senior Consultant.
Member	Qualified practitioner specialising in aviation or employed in aviation organisations. For example, specialist in air law or aviation medicine who has completed an approved course in aviation medicine.

### Regulatory Authorities

Fellow and Companion	Head or Deputy Head of department, Head of Section responsible for major regulatory function, Surveyor-in-charge of major office.
Member	Surveyor (bands 8-9 in the UK), Senior Air Traffic Control Officer 2 and equivalent levels for Economists, Statisticians etc.
Associate Member	Surveyor (bands 7-8), Air Traffic Engineer (band 8), Air Traffic Control Officer 3 and equivalence for other branches.

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In professions not intrinsically part of aerospace, applicants should be substantially employed in aerospace-related work, normally for a period of at least four years.

The levels quoted should be regarded as typical of the minimum acceptable. The post should have been held for at least two years for Associate Members and above, or one year for Associates.

A Mature Candidate should hold a post at least one grade higher than that quoted for a fully qualified candidate for not less than two years.

In all cases exceptions may be made for those who have made outstanding contributions to aerospace.

## PROFESSIONAL DEVELOPMENT

Professional Development may be defined as “the systematic maintenance, improvement and broadening of knowledge, understanding and skill, and the development of personal qualities necessary for the execution of professional duties throughout the individual’s working life.” The Society believes that the best judge of an individual’s need for professional development is that individual. Most people are undertaking professional development activity all the time and may not realise it. The key is relevance: it may be relevant to attend a short technical course, or to learn how to use a new computer application, or to speak a new foreign language.

The Society encourages that this area is given thought and that some relevant activity is planned. Typical PD might include some of the following: in-house courses, external courses, work-based learning, distance learning programmes, self-directed private study, preparation and delivery of lectures and presentations, preparation of refereed papers, attendance at lectures, seminars and conferences, coaching, tutoring, mentoring, secondment and special projects, and relevant voluntary work.

## ENGINEERING COUNCIL REGISTRATION

The Society strongly encourages those engineers practising in the UK who are suitably qualified to seek registration at the appropriate level with the Engineering Council and thereby gain recognition for their professional status as an engineer. Overseas candidates may also wish to take advantage of this opportunity. Please indicate below whether you wish to be considered for registration with the UK Engineering Council:

## SPONSORS

Names and addresses of persons to whom reference can be made. Signatures of sponsors must be obtained. It is expected that referees will have knowledge of at least one part of the applicant’s experience. All sponsors are asked to initial statements of which they have personal knowledge; they may be asked to amplify such statements. If you are unable to find members of the Society to act as sponsors, you may use members of other professional institutions from appropriate grades (and in the case of engineers, appropriate registrations), and send a covering letter of explanation.

Obtain the signatures of the proposer and the appropriate referees. The normal requirements (which may be varied in exceptional circumstances) are:

- Affiliate: no sponsors required
- Associate: a proposer and one referee, who should be at least Associates
- Associate Member: a proposer and one referee, who must be at least Associate Members
- Member: a proposer and one referee, both Members or Fellows except in the case of a Mature Candidate when both must be Fellows
- Fellow: a proposer and one referee, both Fellows
- Companion: a proposer and one referee, both Fellows

Space has been provided for additional referees on the application form if the candidate wishes to supply them. Ensure that the proposer and referees have initialled the form beside those parts of your experience of which they have first hand knowledge. This does not apply to Affiliate and student Affiliate.

Obtain attested copies of any relevant certificates of education and training.

## YOUR APPLICATION

Ensure that the application form is filled in completely and correctly according to the instructions given on and with the form.

1. Sign the form.
2. Australian residents should send the completed form and attested copies of certificates to the

Membership Secretary,  
RAeS Australian Division,  
P.O. Box 573  
MASCOT NSW 2020

Professional Affairs staff send out within seven days a card acknowledging receipt, and check the application for:

- Completeness
- Correct number and status of proposer and referees
- Appropriate educational and training qualifications
- Age, experience and post held seem appropriate to grade applied for

If necessary, the staff may write to you requesting correction, clarification or additional details.

Applications that are complete and conform to the requirements are submitted to the appropriate Committee. Applications for Fellowship and Companionship recommended by the Grading Committee are required to be endorsed by the Council.

Successful applicants are sent details of the appropriate subscription and entry or transfer fees. Unsuccessful applicants are notified accordingly.

A certificate of election is issued on receipt of the appropriate fees.