Technical Report Route for Chartered Membership / Associate

If you do not hold an MEng degree or equivalent, you may follow this route to demonstrate that you have the appropriate academic foundation for MIStructE / AIStructE

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Your knowledge and understanding of structural engineering principals should be equivalent to holders of a MEng degree level 7 (that has been approved by the Joint Board of Moderators) in order to follow this route. Depending on the level of your highest engineering qualification, you will be assessed against the criteria listed on page 3.

Entry requirements

The submission of a Technical Report is intended to cover a wide range of applicants including those who are already Incorporated-Members (IMIStructE) of the Institution. In addition, applicants with ordinary degrees, non-accredited degrees, higher national diploma or certificate qualifications and mature candidates without formal higher education qualifications may be able to submit a Technical Report in order to demonstrate that they have the engineering knowledge and understanding that is equivalent to Masters level. If you unsure about your qualification, please contact the membership team.

How to Apply

The submission process consists of four stages:

1. An initial academic assessment.
2. Submission and assessment of a Synopsis.
3. Submission and assessment of the Technical Report.
4. The Technical Report Interview.

Stage 1 – The initial assessment

You'll need to submit:

- Form G
- Your CV
- Certified true copy of transcripts and certificates of your qualifications
- Graduate membership application, and payment of the subscription fee
- Academic assessment fee

Our Academic Qualification Panel will then determine whether this route is appropriate, at their next meeting.

Stage 2 – The synopsis
If the Panel approves your application, you will be asked to submit:

- Form TR-IM, includes a 400-700 word synopsis of your proposed Report
- Synopsis fee

The Panel will then consider your synopsis, at their next meeting.

Stage 3 – The technical report
If your synopsis is satisfactory, you will be asked to submit

- Technical Report
- Self-checklist
- Assessment Fee

Your technical report should:

- Cover one to two projects in which you have had major controlling interest.
- Have a structure consistent with good practice for technical papers (use of headings, figures, equations, references, acknowledgements, appendices etc).
- Be 3000- 5000 words long for Route A and 5,000 to 10,000 words for Route B
- Include references to where evidence required is demonstrated, using marginal notes.

It will be reviewed by two assessors from the Academic Qualification Panel, and you will be informed whether you can proceed to the Technical Report Interview.

If you have not been permitted to proceed to the Technical Report Interview, you will be given reasons for the decision and written advice on how to address any deficiencies, with an invitation to resubmit your report.

Stage 4 – The technical report interview
The interview will last approximately one hour and will be conducted by two assessors.

If you successfully complete all stages of the Technical Report Route process will be able to apply for Chartered Membership or Associate.

If you are not successful at the interview stage, you will be given reasons for the decision and written advice on how to address any deficiencies.

Assessment to Routes A and B

This table shows the two assessment routes to meeting the academic requirements for Chartered Membership and Associate. During Stage 1 of your application the Panel will determine which route is right for you.

<table>
<tr><th colspan="4">Academic requirement of Chartered membership / Associate</th></tr>
<tr><td>Level 7</td><td colspan="2">Accredited MEng degree or equivalent</td><td rowspan="5">Academic requirement satisfied</td></tr>
<tr><td>Level 6</td><td>Accredited / Recognized BEng (Hons) degree</td><td>Route A / Accredited MSc degree / Chartered Membership Exam</td></tr>
<tr><td>Level 6</td><td>IMIStructE holding an accredited degree for Incorporated Engineer or its equivalent.</td><td>Route A / Incorporated- Membership to Chartered Membership Supplementary Exam</td></tr>
<tr><td>Level 4</td><td>HND / HNC</td><td rowspan="2">Route B</td></tr>
<tr><td>Level 3</td><td>ND/ NC/ no formal higher education qualifications</td></tr>
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Important Reminder

The primary purpose of your Technical Report is to demonstrate your own technical ability in relation to the Institution's output standards — not to describe the overall success or scale of the project.

Candidates must ensure the following:

1. **Clearly highlight your personal contribution.**
   It is essential that your report identifies exactly **what you did** on each project. Be specific about your role and responsibilities — If you worked as part of a team, please explain your unique input and decisions. The assessors need a clear understanding of how your individual work demonstrates competence in line with the output standards.

2. **Focus on demonstrating the required output standards.**
   The purpose of the report is to show how **your work** meets the Institution's defined output standards — not to showcase how impressive the project was. Your report should be structured in a way that makes it easy for assessors to identify where and how each of the output standard is demonstrated.

3. **Declare any material not prepared by you.**
   If your report includes drawings, calculations, or other material that you did not personally produce, you must clearly state this. Explain your level of involvement, the reason for including third-party content, and how it supports the evidence of your own competence.

Assessment Criteria
The applicant's Technical Report and Technical Report Interview will be assessed against the output standards listed below. These are based on the generic competencies defined by ECUK for Masters level. A successful applicant will be expected to demonstrate the following:

A. Underpinning Science and Mathematics

- An understanding of the scientific principles of structural engineering and related geotechnics and civil engineering aspects.
- An awareness of developing technologies in structural engineering.
- Knowledge and understanding of mathematical and computer models relevant to structural engineering, and an appreciation of their limitations.

B. Engineering Analysis

- Ability to apply mathematical and computer-based models for solving problems in structural engineering, and an ability to apply alternative approximate methods for their validation.
- Ability to use fundamental knowledge and judgement to investigate appropriate structural technologies.

C. Design

- An ability to generate and evaluate innovative and appropriate designs.
- Knowledge and understanding of structural design processes, ranging from the development of alternative initial concepts, through subsequent modifications and development, to the details of fabrication and construction.
- Knowledge of the whole life aspects of the design of buildings and structures, including their construction, operation, adaptation and removal.
- An ability to assess structural risks, and potential modes of failure and environmental degradation.

Fees	
Graduate membership subscription fee	**£199**
Academic assessment fee	**£180**
Synopsis fee	**£70**
Technical report assessment fee	**£320 for TRR route A** **£420 for TRR Route B**
Technical report resubmission fee	**£160**

- If you expect your total income to be less than £18,000 per annum, the Institution can offer a 60% reduction on the above fee. Please note that Our auditors require us to have evidence of a member's earnings being under £18,000 before we're able to process a reduction request based on low income. This could be anything that would show that your income is less or will be less than £18,000 per annum