Technical Report Route for Incorporated-Membership

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If you do not hold a degree qualification, you may follow this route to demonstrate you have the right academic foundation for IMIStructE.

Your knowledge and understanding of structural engineering principles should be equivalent to a holder of an HND qualification or a Bachelor's degree level 6 (that has been approved/accredited 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
Candidates holding National, Higher National Certificates, National Diploma qualifications or perhaps no formal higher education qualifications, are welcome to apply.

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 subscription fee
- Academic assessment ee

Our Academic Qualification Panel will determine whether this route is appropriate.

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.

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 no longer than 5000 words long.
- Include references to where their evidence required is demonstrated, using marginal notes.

It will be reviewed by two assessors 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 2 assessors.

If you are successful, you will have demonstrated sufficient knowledge to be at the HND level and therefore to progress to the Incorporated-Membership Exam as further learning.

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 to C
This table shows the three assessment routes to meeting the academic requirements for Incorporated-Membership. During Stage 1 of your application the Panel will determine which route is right for you.

Academic requirement of Incorporate-Membership				
Level 6	Accredited BSc in Civil / Structural Engineering			**Academic requirement satisfied**
Level 5	Approved BTEC HND in Civil Engineering		**Incorporated-Membership Examination**	
Level 4	Approved BTEC HNC in Civil Eng. (1995 scheme)	**Route A**		
Level 4	Approved BTEC HNC	**Route B**		
Level 3	Approved BTEC ND/ NC no formal higher education qualifications	**Route C**		

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

Depending on the route followed, you should be able to demonstrate the elements listed below, within your Technical Report:

	Route A	Route B	Route C
1. Underpinning Science and Mathematics	**1.1** Demonstrate the accurate use of mathematics and scientific principles in a practical context	**1.1** Demonstrate a knowledge of trigonometry. **1.2** Demonstrate an understanding of calculus. . **1.3** Demonstrate an ability to transpose formulae. **1.4** Demonstrate a knowledge of the science of materials and their behaviour.	**1.1** Show an understanding of trigonometrical functions and their application to construction problems. **1.2** Apply calculus to the solution of problems of area, volume and deflection. **1.3** Apply calculus to the solution of problems in maxima and minima. **1.4** Show an ability to transpose formulae. **1.5** Show an understanding of the science of materials used in construction. **1.6** Show an understanding of the behaviour of soils and soil mechanics.
2. Engineering Analysis	**2.1** Apply quantitative methods and computer software. **2.2** Apply hand computation and computer software to the solution of structural engineering problems. **2.3** State how aspects of a project/s could have been engineered differently to effect improvement.	**2.1** Apply quantitative methods and computer software. **2.2** Apply hand computation and computer software to the solution of structural engineering problems of beams, columns, frames, and substructures. **2.3** State how aspects of a project/s could have been engineered differently to effect improvement.	**2.1** Apply quantitative methods and computer software. **2.2** Apply hand computation and computer software to the solution of structural engineering problems of beams, columns, frames, and substructures. **2.3** Apply hand computation and computer software to the solution of structural engineering problems in two major structural materials. **2.4** State how aspects of a super structure could have been engineered differently to effect improvements. **2.5** State how aspects of a substructure could have been engineered differently to effect improvements.

	Route A	Route B	Route C
3. Design	**3.1** Select a project/s and define the problem/s. **3.2** Select a project/s and identify the constraints. **3.3** Prepare alternative solutions to meet project/s brief set by client/employer. **3.4** Develop and complete solutions to meet project/s brief set by client/employer. **3.5** Prepare sufficient drawings and schedules to demonstrate the effectiveness of the solution.	**3.1** Select a project/s and define the problems. **3.2** Select a project/s and identify the constraints. **3.3** Prepare alternative solutions to meet project/s brief set by client /employer. **3.4** Develop and complete solutions to meet project/s brief set by client /employer. **3.5** Prepare sufficient drawings and schedules to demonstrate the effectiveness of the solution.	**3.1** Select a project/s and define the problem/s. **3.2** Select a project/s and identify the constraints. **3.3** Prepare alternative solutions to meet project/s brief for superstructure and foundation. **3.4** Prepare and complete solutions to meet project brief for superstructure and foundations. **3.5** Prepare sufficient drawings and schedules for superstructure and foundations.
4. Economic, social environmental context	**4.1** Discuss commercial issues in respect of aspects of a project. **4.2** Identify and discuss economic issues in respect of aspects of a project. **4.3** Discuss environmental issues in respect of a project. **4.4** Discuss sustainability issues in respect of a project. **4.5** Write a risk assessment for a project. **4.6** Awareness of relevant legal requirements governing engineering activities. **4.7** Knowledge of management techniques that may be used to achieve engineering objectives.	**4.1** Discuss commercial issues in respect of aspects of a project. **4.2** Identify and discuss economic issues in respect of aspects of a project. **4.3** Discuss environmental issues in respect of a project. **4.4** Discuss sustainability issues in respect of a project. **4.5** Write a risk assessment for a project. **4.6** Awareness of relevant legal requirements governing engineering activities. **4.7** Knowledge of management techniques that may be used to achieve engineering objectives.	**4.1** Discuss commercial issues in respect of aspects of a project. **4.2** Identify and discuss economic issues in respect of aspects of a project. **4.3** Discuss environmental issues in respect of a project. **4.4** Discuss sustainability in respect of a project. **4.5** Identify and discuss health and safety issues related to the structural superstructure. **4.6** Identify and discuss health and safety issues related to the substructure. **4.7** Write a risk assessment for a project **4.8** Awareness of relevant legal requirements governing engineering activities. **4.9** Knowledge of management techniques that may be used to achieve engineering objectives.

	Route A	Route B	Route C
5. Engineering Practice	**5.1** Demonstrate the use and application of codes of practice and industry in a project/s **5.2** Show a clear use of appropriate bibliography and the internet in considering alternatives and broadening engineering knowledge. **5.3** State how personal development will be achieved in technical and industrial experience.	**5.1** Demonstrate the use and application of codes of practice and industry in a project/s. **5.2** Show a clear use of appropriate bibliography and the internet in considering alternatives and broadening engineering knowledge. **5.3** State how personal development will be achieved in technical and industrial experience.	**5.1** Show an understanding of codes of practice for two major structural materials. **5.2** Demonstrate the use and application of codes of practice and industry in a project/s. **5.3** Show a clear use of appropriate bibliography and the internet in considering alternatives and broadening engineering knowledge. **5.4** State how personal development will be achieved in technical and industrial experience.
6. Additional General Skills	**6.1** Exercise personal responsibility, which may be as a team member. **6.2** Plan and carry out a personal programme of work. **6.3** Plan self-learning and improve performance, as the foundation for lifelong learning/CPD. **6.4** Apply skills in problem solving, communication, information retrieval, working with others and the effective use of general IT facilities.	**6.1** Exercise personal responsibility, which may be as a team member. **6.2** Plan and carry out a personal programme of work. **6.3** Plan self-learning and improve performance, as the foundation for lifelong learning/CPD. **6.4** Apply skills in problem solving, communication, information retrieval, working with others and the effective use of general IT facilities.	**6.1** Exercise personal responsibility, which may be as a team member. **6.2** Plan and carry out a personal programme of work. **6.3** Plan self-learning and improve performance, as the foundation for lifelong learning/CPD. **6.4** Apply skills in problem solving, communication, information retrieval, working with others and the effective use of general IT facilities.

Fees for 2025	
Graduate membership subscription fee	**£199**
Academic assessment fee	**£180**
Synopsis fee	**£70**
Technical Report assessment fee	**£320**
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 fees. 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