

The Association of Cost Engineers Application for Membership



Notes to assist the completion of this application:

1. Complete Part 1 in BLOCK LETTERS.
2. In completing this application care should be taken to give such information as will enable the Council to form a clear idea of the character of the applicant's education and training, also his/ her subsequent experience and responsibility in cost engineering. Details should also be given concerning the nature of the work undertaken by the firms with whom the applicant has served, including apprenticeship and practical training.
3. The onus rests upon the applicant and sponsors to provide the Council with all relevant information connected with this application. The applicant is, therefore, expected to take pains to make the details of all training, subsequent experience and present work fully known to the sponsors.
4. It is essential that changes in employment after this application has been lodged be promptly notified to the Secretary of The Association with a description of the new duties to be undertaken.
5. The Entrance Fee to Fellows, Members, Graduates and Associates is £20.00 and should be forwarded with this Application. There is no fee for a student application or an upgrading application. Membership subscriptions should not be sent until requested.
6. This Application must be supported by two Sponsors who must be responsible persons having a personal knowledge of your training and/or experience. One of these sponsors should, if possible, be a Member of the Association. The Sponsors must initial the relevant details given in this Application.
7. Copies of documentary evidence, e.g. certificates, testimonials, etc., must be submitted in amplification and proof of the qualifications and experience stated.
8. The information contained in this Application is considered as confidential to the Council and will not be divulged to other persons without the authority of the Applicant.
9. This form should be returned to The Administration Office, Lea House, 5 Middlewich Road, Sandbach, Cheshire CW11 1XL.

FIRST NAMES _____

SURNAME _____ Mr/Mrs/Ms (please state) _____

CONTACT ADDRESS _____

EMAIL _____

DECLARATION OF APPLICANT

I, the undersigned, apply to become a _____* of the Association of Cost Engineers and hereby agree that in the event of my election I will conform to and be governed by the Memorandum, Articles, By-Laws and Codes of Professional Ethics of the said Association.

I certify that the statements made in Parts 1, 2, 3 and 4 of the Application Form are correct

Signature of Applicant _____ Date _____

*State grade for which you consider yourself to be qualified in accordance with the By-laws.

.....
FOR OFFICE USE:

Date received _____ Grade elected _____

Date advised _____ Date elected _____

Date registered _____ Signature _____

Roll number allocated _____

Chairman Admissions Committee

PART 1

DETAILS OF APPLICANT

Sponsors'
Initials

Date of Birth _____ Nationality _____

Home Address in Full _____

_____ Tel. No. _____

Mobile No. _____ Fax No. _____

Email _____

Name and Address of Employer _____

_____ Tel. No. _____

Mobile No. _____ Fax No. _____

Email _____

In which industry sector are you currently employed (tick as appropriate):

- | | |
|--|--|
| <input type="checkbox"/> Oil & Gas/Petrochemical | <input type="checkbox"/> Power Generation/Transmission |
| <input type="checkbox"/> Construction/Building/Building Services /Railways | <input type="checkbox"/> Water Services |
| <input type="checkbox"/> Engineering/Manufacturing/Production | <input type="checkbox"/> Electrical/Electronics/IT |
| <input type="checkbox"/> Nuclear | <input type="checkbox"/> Training |
| <input type="checkbox"/> Other - please state | |

Job Title _____

Date employed from _____ to _____

Address to be used for Correspondence: HOME/WORK

Describe fully your present position, its functions and responsibilities with particular reference to Cost Engineering.

SPONSORS

Name _____ Name _____

Address _____ Address _____

Profession _____ Profession _____

Position _____ Position _____

Company _____ Company _____

Signature _____ Signature _____

Date _____ Date _____

PART 2

PROFESSIONAL EXPERIENCE AND DEGREE OF RESPONSIBILITY

Describe the previous positions you have held in reverse chronological order.

The statement should describe in detail the responsibility and experience, especially in cost engineering and related fields, gained in the appointments, with the relevant dates. Give details of special knowledge and experience. Please continue on a separate page if necessary.

Employer and Nature of Business	Dates	Position, held, function and degree of responsibility	Sponsors' Initials

PART 3

EDUCATION AND QUALIFICATIONS

(It is important that a full list of qualifications held is given)

Higher and/or Technical Education, Apprenticeship, Training Courses

College/Organisation	Dates	Course taken	Degree/Diploma awarded give full titles
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Membership of professional Societies, Institutions or Associations

Name	Dates of Election/Joining	Grades of Membership (e.g. Chartered Engineer, Engineering Technician, etc.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Publications, Special Interests and Familiar Subjects including foreign languages

If you do not wish to receive ACostE communications by any of these means please tick the appropriate box:

- I do not wish to receive email communications from ACoste
- I do not wish to receive facsimile communications from ACostE
- I do not wish to receive SMS messaging communications from ACoste

PART 4

Applicants should give details of special experience which he/she considers may assist the Admissions Committee.

Return this form to:

The Administration Office, Lea House, 5 Middlewich Road, Sandbach, Cheshire CW11 1XL.

Tel: 01270 764798

E-mail: info@acoste.org.uk

Fax: 01270 766180

Member of International Cost Engineering Council
Professional Affiliate of The Engineering Council

Sponsors'
Initials