



The Royal Institution of Naval Architects
Section 3: Submitting your Application

There are 3 steps to preparing your applications for Engineering Council registration. It is important you read through them to understand what is required.

Step 1: Check if your academic qualification meets the exemption criteria:

Step 2: If your academic qualification does not meet the exemption criteria, complete an additional report, the Experiential Learning Report

Step 3: Prepare your application

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There are two main options available, the Work Experience Portfolio Review, or the Professional Review Report.

If you have been through an accredited IPD scheme, there is a third option.

Option 1: Professional Review Report	
What should you submit:	<ol style="list-style-type: none">1. A 3000-5000 word report to be comprised of 3 parts: Part 1: Summary of your career to date Part 2: Using your IPD logs as a basis, detailed your work experience to date aligning to the Engineering Council criteria Part 3: A summary of your CPD and self-development reflections / activity2. A certified copy of your education documents3. If required: If your qualifications do not meet the requirements, you will need to submit the Experiential Learning Report.
Option 2: Work Experience (IPD Logbook) Portfolio Route	

<p>What should you submit:</p>	<ol style="list-style-type: none"> 1. An up-to-date Extended CV 2. A copy of your completed IPD logbook for the grade you are applying for 3. A summary of your CPD and self-development reflections/activity 4. A certified copy of your education documents <p>5. If required: If your qualifications do not meet the requirements, you will need to submit the Experiential Learning Report.</p>
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Option 3: IPD Accredited Scheme Route

<p>What should you submit:</p>	<p>What you should you submit:</p> <ol style="list-style-type: none"> 1. An up-to-date Extended CV 2. A copy of the RINA Accredited IPD Scheme form, completed and signed by your employer 3. A summary of your CPD and self-development reflections / activity 4. A certified copy of your education documents <p>5. If required: If your qualifications do not meet the requirements, you will need to submit the Experiential Learning Report.</p>
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