

* Registration on to MPDS is only available to those who are employed by an organisation that has:

1. been awarded accreditation by the Institution of Mechanical Engineers, or
2. registered an application for accreditation and been authorised to register candidates onto the scheme pending formal accreditation.

* You will be following a planned reporting framework monitored by a MPDS mentor.
* You will be producing quarterly reports and annual assessments as part of the documentation that supports your application for professional registration.
* You or your company will pay an annual fee for access to the online reporting system.
* When you have met the appropriate competence levels, your application for professional registration will be via the MPDS route.
* You will need to be a member of the Institution throughout your developmental period or your access to the online system will be suspended.
* Your MPDS mentor can be present at your Professional Review Interview if you wish.

**Please complete all sections of this form.**

**Do not leave any blank boxes or your form will be returned to you.**

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| **What type of professional registration are you intending to apply for? Please tick as appropriate.** | | **Guidance Notes** | |
|  | Undergraduate student – on an accredited university scheme | | **NO CHARGE** **-** payment is not required from Undergraduates until graduation and commencement of full time employment, unless you are at a company where you are required to use e-MPDS. Please check with your organisation in the first instance |
|  | Undergraduate Student – required to use e-MPDS at an accredited company | | **£30 –** Please check with your organisation to discover whether you are required to use e-MPDS |
| **Registration** | | | |
|  | Previously registered on MPDS as an Undergraduate Student | | If the organisation you are now working for does not have an accredited scheme, please also complete the **Transfer Form** |
|  | Never registered on MPDS | |  |

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| **1a. Your Details – Professional** | | **Guidance Notes** |
| IMechE Membership Number | 80319421 | If you are a **Graduate**, you will need to be an **Associate** member of IMechE. If you are an **Undergraduate**, you will need to be an **Affiliate** member. If you do not have an IMechE number, but have applied for one, this number will be allocated to you at a later date. |
| Professional Engineering Institution | IMechE | If you wish to use e-MPDS and are from another Professional Engineering Institution, you must attach proof of your membership, eg: subscriptions receipt or confirmation letter from IET, RAeS etc. |
| **1b. Your Details - Personal** | |  |
| Title | Mr | eg: Dr, Mr, Mrs, Ms |
| Family name or surname | Peel |  |
| Forenames | Jonathan Necdet |  |
| Date of Birth | 25/04/1998 |  |
| Home Address: 266A North End Road, Fulham, London  Post Code: SW6 1NJ | | |
| **1c. Your Details – Communication** | | **Guidance Notes** |
| Work Phone Number | +447557 358618 | This should include any international dialling code |
| Home Phone Number | +447557 358618 | This should include any international dialling code |
| Mobile number | +447557 358618 |  |
| Work email address | [jnp17@ic.ac.uk](mailto:jnp17@ic.ac.uk) | This is mandatory if you are a graduate engineer |
| Home email address | [Jonathan.n.peel@gmail.com](mailto:Jonathan.n.peel@gmail.com) | Please ensure you provide a current email address, and keep this updated online |
| Work email? | Home email? | Please indicated preferred email address with a tick. Your MPDS correspondence will be sent to this address |
| I agree to maintain professional membership and to familiarise myself with the e-MPDS system.  **Signature of Registrant:**  **Date:** 10/07/2019 | | **Please note – You will be terminated from MPDS if your membership of your Professional Institution is allowed to lapse during your MPDS development**  **The e-MPDS is your mandatory reporting tool for MPDS unless you are a student.** |

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| **2. Your Organisation Details – to be completed by scheme administrator** | | |
| Organisation name and address in full:  Imperial College London, Department of Mechanical Engineering  London  Post code: SW7 2AZ | | |
| PDS Number | PTU 559 | Your organisation’s PDS **MUST** be either registered or accredited with IMechE. If your MPDS scheme has expired, you will not be able to register any new candidates on MPDS. In this instance, please contact IMechE. |
| Name of Scheme Administrator | Dr Jonathan Jeffers | This must be kept up-to-date with IMechE at all times. If unsure, please contact us to confirm. |
| Scheme administrator’s direct phone line | 020 7594 5471 |  |
| Scheme administrator’s email address | [j.jeffers@imperial.ac.uk](mailto:j.jeffers@imperial.ac.uk) |  |
| **Signature of Scheme Administrator (this is mandatory):**  **Date:** | | |

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| **3. Your Mentor Details – to be completed by Mentor** | | **Guidance Notes** |
| All MPDS mentors must be registered with the Engineering Council, and must also be registered with IMechE as Mentors. If you have NOT registered with IMechE as a Mentor, please complete a Mentor registration form. | | |
| IMechE Membership number | 80051110 | Or reference number if a member of another Professional Engineering Institution. |
| Professional Institution | IMechE | eg: IMechE, RAeS etc. If you are a member of another Professional Engineering Institution, you must maintain your membership during your period of Mentoring |
| Engineering Council registration number | 584022 | If you are not a member of the IMechE, we will use this number to check your current membership status. |
| Designatory letters | CEng FIMechE | eg: CEng, MIMechE |
| Title | Dr | eg: Mr, Eur Ing, Dr, Mrs, Ms |
| Family name or Surname | Jeffers |  |
| Forenames | Jonathan |  |
| Date of Birth | On file |  |
| Work telephone number | +44 (0)20 7594 5471 |  |
| Home telephone number | On file |  |
| Mobile telephone number | On file |  |
| Work email address | j.jeffers@imperial.ac.uk | Please ensure that all email addresses provided are current, and kept up-to-date online. |
| Home email address |  |
| Work | Home | **Please tick preferred contact email address. Your MPDS correspondence will be sent to this address** |

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|  | | | **Guidance Notes** | | |
|  | | | Start date of professional development at organisation detailed in section 2.  **IMechE MUST receive this form within THREE months of this date. Your MPDS quarterly reporting dates will be affected if you delay submission.** | | |
| **4b. Details of previous experience – Graduates only** | | | To claim previous experience, your mentor only needs to sign this section to approve the claim. Once your scheme has been activated and you gain access to the online empds tool, there is the option of uploading a previous experience report to the evidence section, where you would demonstrate with examples how your experience meets the UK-SPEC Competences. | | |
| **This section must be completed by your mentor even if no previous experience is being claimed.** Previous experience should not be confused with a change of employer. If you are already registered and wish to transfer your MPDS to another organisation, you should complete a Transfer Form. Previous experience has to be claimed to the nearest number of quarters; 1 quarter is the equivalent of 13 weeks. New MPDS registrants may claim a maximum of **4 Quarters (52 weeks)** if applying for IEng status, or **6 Quarters (78 weeks)** if applying for CEng status. | | | | | |
| **Please tick as appropriate:** | | **YES —** I am claiming  previous experience | | **NO —** I am not claiming  previous experience | |
| If **YES,** please indicate number of quarters to be claimed: | | | | | |
| **1 Quarter**  **(13 weeks)** | **2 Quarters**  **(26 weeks)** | **3 Quarters**  **(39 weeks)** | **4 Quarters**  **(52 weeks)** | **5 Quarters**  **(65 weeks)** | **6 Quarters**  **(78 weeks)** |
| I agree to approve this claim for previous experience and confirm that the registrant commenced formal training at the above organisation (section 2) from the date stated.  **Signature of Mentor:**  **Date:** | | | | | |

**Please return by post, fax or email to:**

**MPDS, IMechE, 1 Birdcage Walk, London SW1H 9JJ.**

**Fax no: 020 7233 1654, email:** [**mpds@imeche.org**](mailto:mpds@imeche.org)

**You should also ensure that you have checked your Further Learning requirements by contacting** [**membership@imeche.org**](mailto:membership@imeche.org) **or by calling 0845 226 9191 as failure to do so could delay your progress towards Professional Registration.**