

The Institution of Engineers (India)

An ISO 9001:2008 Certified Organisation
8 GOKHALE ROAD, KOLKATA 700 020
Application for Fellowship (FIE)

F

For Office Use only

For Office use only

Name : _____ Last Name _____ Remaining Name _____

In Capitals (As indicated in BE/B.Tech/Equivalent Certificate)

Specimen Signature →
of the Applicant
(preferably in English)

Passport or stamp sized
photograph to be
pasted here
(Please do not sign on the
photograph)

*The signature should not touch the box
(Use black ink only)*

Encl : (A) Draft or Cheque no. for ₹ Date

Name of the Bank & Branch (in Capitals)

IFS Code :

(B) Credit/Debit Card No.

(if you want to make payment through Credit/Debit Card, please send the authorization form after duly filling it along with the Application Form).

(c) Request Reference No. _____
(if paid online)

Note : Please mention your DD/Cheque No./Credit/Debit Card No./Online Reference No. for future queries/communication, if any.

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Name : _____ Last Name _____ Remaining Name _____

In Capitals (As indicated in BE/B.Tech/Equivalent Certificate)

Specimen Signature →
of the Applicant
(preferably in English)

Passport or stamp sized
photograph to be
pasted here
(Please do not sign on the
photograph)

*The signature should not touch the box
(Use black ink only)*

Privileges for Corporate Members of IEI

- a. Corporate Members are entitled to receive Chartered Engineer certificate on payment of requisite fee.
- b. Corporate Members are eligible for exemption from appearing in Section A and may appear directly in Section B in additional branch examination of IEI.
- c. IEI has forged partnership with the globally renowned journal publishing house: SPRINGER. Corporate Members are entitled to enjoy following benefits regarding IEI journals:-
 - i) Make free e-access by logging in through www.ieindia.org.
 - ii) Can avail the journal hard copies at a concessional rate.
- d. Corporate Members may access the IEI Library (Engineering Information Service Centre) at the headquarters as well as State and Local Centres of IEI.
- e. Corporate Members are entitled to receive the monthly tabloid 'IEI NEWS' and yearly publication 'TECHNORAMA' free of cost.
- f. Opportunity to participate in technical events e.g. Seminars, Symposia, Conventions, Workshops etc. organized by various IEI centres at State, National and International levels at a concessional rate of 20%.
- g. Corporate Members may be empanelled as internal project guide in Section B examination conducted by IEI, as per norms.
- h. Corporate Members may avail the opportunity of staying in the IEI guest houses spread over all important locations in India. A list of all the guest houses is available at IEI website (www.ieindia.org).
- i. Corporate Members employed in Educational Institutes are normally given preference in the disbursement of grant-in-aid for R&D activities.
- j. Corporate Members may participate / contest in IEI elections as per Bye-Laws of the Institution.



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F

Application Form for Fellowship (FIE)

**If applying for upgradation from AM/M Grade, Please mention your existing Membership No.
AM/M**

1.0 Personal Information

Use all Capital Letters within the box without touching the boundaries. Leave one box blank after completing each word

Last Name _____

Remaining Name _____

[As per BE/B.Tech/Equivalent Certificate. If the name differs from the Certificate, please enclose documents as listed in 5.0 (f) of the Annexure]

Father's/
Husband's Name

Date of Birth (dd/mm/yyyy)

Pin Code State Country

E-mail _____ Mobile _____

2.0 Educational Qualification

Name of Examinations Passed (BE/B.Tech, M.Tech, PhD, etc.)	Year of Passing	Branch of Engineering (e.g. Civil, Electrical, Computer, etc.)	Examining Authority (University etc.)	Full Name & Address of Institute/ College

3.0 Present Position (Retired persons should mention last held position)

Present Designation	Date of holding the Position	Place of Posting	Scale of Pay	Name & Address of the Present Employer

Military personnel (or ex-servicemen) should mention: i) Present Rank (Last held rank for ex-servicemen), ii) Actual date of commission and (iii) personal number

4.0 Chronological Engineering Career (from the year of passing of BE/B.Tech/Equivalent)

Exact Designation	From (Date)	To (Date)	Place of Posting	Full Name and Address of the Employer

(Please attach separate sheet in the same format, if required)

5.0 Choice of Engineering Discipline/Division:

Note 1: A Fellow can't be attached with more than one Engineering Discipline/Division.

Note 2: An Applicant should not opt for the Engineering Division in which he/she wants to appear as additional branch in Section B Examination of the Institution.

6.0 Declaration:

- After having fully understood the Information and instruction as given in the Annexure, I hereby apply for election as a **Fellow** of the Institution of Engineers (India) in accordance with the Charter of Incorporation and the Bye-Laws as they now stand or as they may be legally altered hereafter.
- I also do hereby undertake that in the event of my election as a **Fellow**, I will be governed by the Bye-Laws and the Regulations of the Institution as they now are or they may hereafter be legally altered and that I will accept as final and binding the decisions of the Council in all matters dealt with by them in accordance with the provisions of the Charter, Bye-Laws and Regulations, and will forthwith cease to describe myself as a **Fellow** or to designate myself as belonging to the Institution in any other form, on receipt of a notice from the Secretary and Director General that acting under the powers conferred upon them by the Bye-Laws and Regulations the Council have declared myself to be no longer as a **Fellow** of the Institution. I further undertake that I will promote the objects of the Institution, as far as may be in my power, provided that whenever I shall signify in writing to the Secretary and Director General that I am desirous of withdrawing from the Institution, I shall after the payment of any arrears which may be due by me at that period be free from this obligation.
- I have noted that the decision of the Council of the Institution shall be final in granting the Membership and the District Court at Alipore, 24 Parganas (South) shall have the exclusive jurisdiction in settlement of the dispute, if any, arising out of this Membership.
- I accept the responsibility for the accuracy of the particulars contained in the Application Form with regard to my qualifications and experience and agree that if I am elected, the validity of my election shall depend upon the accuracy of such particulars as required in the Bye-Laws. I also undertake to abide by Professional Conduct rules and/or Code of Ethics that the Council may frame from time to time.

Yours Faithfully,

Date:

Signature of the Applicant

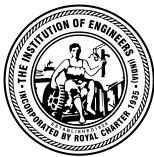
7.0 Supporter: From personal knowledge of the Applicant and in consideration of his/her qualifications and professional attainments, I recommend him/her to the Council as being in every way a fit and proper person to be admitted to the Institution as a Fellow.

Name	Membership No.	Signature with date
	F-	

8.0 Application for Chartered Engineer Certificate

I also wish to avail Chartered Engineer Certificate. I have made additional payment (as mentioned in 7.0 of the Annexure) for the Certificate. Yes / No

Signature of the Applicant



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IMPORTANT INFORMATION AND INSTRUCTIONS FOR FIE APPLICANTS

(The pages of Instructions sheet should not be attached with the Application)

1.0 Fee Payable along with Application

Application	Fee for Applicants from India & Nepal (₹)	Fee for Applicants from SAARC Countries (US \$)	Fee for Applicants from any other Countries (US \$)
For Direct Enrolment (paying in single remittance)	5450	300	680
For Transfer (those who paid composite subscription in existing grade)	AMIE to FIE 3110	185	445
	MIE to FIE 3010	175	440
For Transfer (those who paid Life Compounding Subscription in existing grade)	AMIE to FIE 3870	195	515
	MIE to FIE 3270	160	455
*For Transfer (those who are in the Annual Subscription Block)	AMIE/MIE to FIE 2620	130	535

N.B.

- In case of member elected AMIE / MIE after April 1, 1989, the total composite subscription in the existing grade must be cleared before transferring to a higher class of membership.
- Modes of payment are:
 - By Cash at 8 Gokhale Road, Kolkata 700 020 on any working day between 10.00-13.30 hrs and 14.00-17.00 hrs, or
 - By Demand Draft drawn in favour of 'THE INSTITUTION OF ENGINEERS (INDIA)', payable at KOLKATA, or
 - By 'At Par' outstation/multiplicity cheque, or
 - By Credit Card authorisation proforma given at the last page of this annexure, or

2.0 Personal Information

- Age : Minimum 40 years on the date of Application.
- Name should be as per BE/B.Tech/Equivalent Certificate. Pin Code no. must be mentioned by the Applicant correctly for attachment of Centre. **Mobile No. and e-mail are mandatory requirements.**

3.0 Educational Qualification

B.E./B.Tech or equivalent qualification recognized by the Institution. Other qualification may be accepted in consultation with the Equivalence Committee.

4.0 Abridged Eligibility Guideline (Experience)

4.1 'Position of High Responsibility' for:-

- (a) Universities / Degree Engg Colleges will be taken to start from:
 - (i) Professors in Pay Band – IV (PB-IV) i.e. those placed in scale of pay: Rs.37400 – 67000 with minimum Grade Pay: Rs.10000.
 - (ii) Associate Professors in Pay Band – IV (PB-IV) i.e. those placed in scale of pay: Rs.37400 – 67000 with minimum Grade Pay: Rs.9000.
 - (iii) Assistant Professors on completion of 3 years of service and in the scale of PB-IV i.e. Rs.37400 – 67000 with minimum Grade Pay: Rs.9000.
- (b) Employees in PSUs, will be taken to start from the pay scale of Rs.36600 – 62000 following the BPE norms of pay scale. The qualifying criteria like pay scale at a particular level shall be reviewed after Central Govt Pay revision/ Bureau of Public Enterprises (BPE pay scales).
- (c) Indian Army will be taken to start from Lt. Col. and equivalent posts in Indian Navy and Air Force.
- (d) Other Central/State Govt Employees will, in general be taken to start from PB-IV i.e. those placed in scale of pay: Rs.37400 – 67000 after the implementation of 6th CPC recommendation.

In case the PB-IV scale (i.e. Rs. 37400 – 67000) is absent in the pay-structure of any State Government organization, the applicant will be eligible for FIE on satisfaction of any of the following conditions:

Basic Pay per month: Rs.40,000 (or above)

or

Gross Pay per month: Rs.80,000 (or above)

- (e) CSIR, other Research Laboratories/ Institution will, in general be taken to start from Scientists and Engineers in Pay scale: Rs.37400 – 67000.
- (f) Polytechnics will be at the level of Principals in the scale of pay: Rs.37400 – 67000.

Post qualification experience of 15 years in abovementioned posts(s) and equivalent post(s) in other organization shall be considered for Fellowship (FIE).

- 4.2 In case of applicants employed as Faculty members in Polytechnics who are placed in the scale of pay: Rs.37400 – 67000 or Executive Engineers (PB-3) in Central / State govt. organization will be considered for Fellowship on satisfaction of any of the following conditions:

- (a) If the highest qualification of the applicant is BE/B.Tech or equivalent qualification in Engineering, then a minimum post qualification experience required is 20 years along with a minimum tenure of 8 years in the present and/or promoted position.
- (b) If the highest qualification of the applicant is ME/M.Tech or equivalent qualification in Engineering, then a minimum post qualification experience required is 18 years along with a minimum residency/tenure of 6 years in the present and/or promoted position.
- (c) If the highest qualification of the applicant is PhD or equivalent qualification in Engineering, then a minimum post qualification experience required is 16 years along with a minimum tenure of 4 years in the present and/or promoted position.

- 4.3 In case of FIE applicants who are working in Private organization or are Self Employed, the minimum number of years of experience should be 20 years, provided the applicant doesn't have a post graduate degree in Engineering. This minimum requirement of number of years of experience will be reduced by 2 years for every higher degree upto PhD. Hence, for a Private Professional/ Self-Employed applicant for Fellowship, a minimum post qualification experience of 18 years will be required if he/she has a postgraduate degree in Engineering and 16 years will be required if his/her highest qualification be PhD.

- 4.4 In case of Self Employed applicants for Fellowship, an assessment procedure would be exercised as per the methodology approved by the Council.

- 4.5 The applicants who are working in Private organization will be eligible for FIE on satisfaction of Clause 4.3 along with all the following conditions:

- (a) The profile of the company/ the group of companies (as reflected through its website) should be up to the satisfaction of the Membership Committee. The company/ the group of companies, therefore, must have an official website.
- (b) Monthly salary/compensation package of the applicant should satisfy any of the following conditions:

Minimum Basic Salary per month – Rs. 50,000

or

Minimum Gross Salary per month – Rs. 1,00,000

or

Minimum Cost to Company (CTC) per month – Rs. 1,50,000.

- (c) Minimum designation should be Manager or equivalent. The equivalence of the designation/rank may be decided by the competent authority.

- 4.6 In case of persons having passed Sections A and B of the Institution Examinations, period of experience shall be reckoned from the date of passing Section A Examination subject to a maximum one year prior to the passing of Section B Examination.

5.0 Documents to be attached [Photo copies to be either self attested or attested by the supporter (FIE)]

- a. Certificate in support of Date of Birth.
- b. Certificate in support of examinations passed including BE/B.TECH final pass certificate (or marksheets with Provisional Certificate).
- c. Documentary proof in support of Present Position/Designation. For retired persons, proof in support of last held position/designation.
- d. Documentary proof in support of salary e.g. payslip/salary certificate etc. (showing pay band and grade pay) for employed persons. For retired persons, proof in support of last drawn salary should be attached.
- e. For Self Employed Persons, following additional documents should be attached:
 - i) Company Profile, ii) Age of the Organisation, iii) Annual Turnover of the Organisation for last 3 years (duly certified by a Chartered Accountant), iv) Number of Technical Personnel Engaged in the Organization with details of hierarchy and the Position of the Applicant therein, v) Important jobs/projects executed during last five years and the involvement of the Applicant therein, vi) Contribution to the society through the product or service of the Company, and vii) Administrative/Management experience and/or Professional Attainments, if any.
- f. Attested copy of Documentary Evidence (e.g. Marriage Certificate or Affidavit from First Class Magistrate) must be enclosed in support of Change in Name (if any). (No request for change in name is entertained after enrolment).

N.B. : ALL OF THE ABOVE DOCUMENTS MUST BE EITHER SELF ATTESTED OR ATTESTED BY THE SUPPORTER OF THE APPLICATION.

6.0 Choice of Engineering Discipline/Division

- a. The applicant shall be attached to any one of the following Engineering Divisions as per his/her engineering qualification and professional experience. Choice of attachment to any Division needs to be supported by adequate proof of qualification/expertise/experience in that Division.
 - Aerospace • Agricultural • Architectural • Chemical • Civil • Computer • Electrical • Electronics and Telecommunication
 - Environmental • Marine • Mechanical • Metallurgy & Materials Science • Mining • Production • Textile

- b. Applicant should not opt for the engineering division in which he/she wants to appear in additional branch in Section B examination of the Institution.
- c. Many Membership Applicants may have engineering qualification in specialized branches which are not available in the above list of Engineering Divisions. Following is the mapping tables for such Engineering Disciplines/Divisions.

Engineering Specialization	Engineering Division to be attached with
Petroleum, Petrochemical, Biotechnology, Food Technology, Biochemical Engineering, Pulp and Paper Technology, Sugar Technology, Leather Technology, Plastics & Rubber Technology, Polymer Engineering, Polymer Science & Rubber Technology, Oil Technology, Paint Technology	Chemical Engineering
Ceramic Engineering / Technology, Material Science & Technology	Metallurgy & Materials Science
Information Technology	Computer Engineering
Instrumentation & Measurement, Instrumentation	Electronics & Telecommunication Engineering/Electrical Engineering
Bio-medical Engineering, Applied Electronics & Instrumentation Engineering	Electronics & Telecommunication Engineering
Industrial Engineering, Automation & Robotics Engineering, Industrial Engineering and Management, Printing Technology	Production Engineering
Power Engineering, Electrical & Electronics Engineering Instrumentation & Control Engineering	Electrical Engineering
Automobile Engineering, Energy	Mechanical Engineering
Transportation Engineering	Civil Engineering

7.0 Application for Chartered Engineer Certificate

As per the Declaration No. 16 of the Royal Charter, 1935 and Clause 69(i) of the Bye Laws & Regulations of the Institution, every life Corporate Member (FIE/MIE/AMIE) is entitled to use the style and title of Chartered Engineer (India) and can use the description as C.Eng(I) after his/her name. Soft copies of The Royal Charter and the Bye Laws & Regulations of the Institution are available at IEI website www.ieindia.org. Any Life Corporate Member may apply for Chartered Engineer Certificate with necessary fee as per the Table below.

Fees for Life Corporate Members who are applying for the first time		Fees for Life Corporate Members who have enclosed copy of the Chartered Engineer Certificate issued earlier	
Applying from India/Nepal	Applying from other Countries	Applying from India/Nepal	Applying from other Countries
Rs. 7500	US\$ 750	Rs. 2000	US\$ 200

It has been observed that the Chartered Engineer certificate is often useful for the following purpose:-

- i) To be empaneled as Valuer, Loss Assessor in various financial institutions like Banks, Insurance companies etc.
- ii) To be empaneled as Chartered Engineer in the Original Side of High Courts, Central Excise and Customs and other similar govt concerns.
- iii) To win contract of civil works from Municipal Corporation and similar govt bodies.
- iv) To have better opportunity of being employed and/or promoted in foreign companies.
- v) To practice as self employed consultant in India and abroad.

In general, the Chartered Engineer certificate being issued by the IEI, plays the role of recognition and acceptance of one's techno-academic qualification and professional attainment on a global platform.

The proforma application for Chartered Engineer Certificate is available at our website www.ieindia.org

8.0 Other Information

- a. Applicants residing in abroad must remit the fee in US \$ only.
- b. Complete Application Form along with all necessary Documents duly signed by existing Corporate Member (FIE) must be sent by the Applicant directly to the Headquarters of the Institution at 8 Gokhale Road, Kolkata 700 020 **and NOT through any Agency.**
- c. Applicants are advised to keep the photocopies of the filled in Application Form along with the demand draft and all documents attached therewith for information and future reference.
- d. Any deficiency/discrepancy in the Application Form is intimated by sending a Letter to the Applicant. Also, month wise list of such 'Discrepancy in Application' with details are available at our website www.ieindia.org. Every applicant should positively comply his/her discrepancy (if any) within One year. Failure may liable the application to be cancelled.
- e. In case a candidate is not eligible for election, he/she is eligible for refund of his/her Entrance Fee and the amount deposited for

Composite Subscription, without any interest thereon, after deducting non-refundable Registration Fee and General Office Charges as per Regulation. The same is also applicable for applications cancelled because of non-receipt of compliance of discrepancy within the stipulated timeline.

- f. Every Applicant should carefully note the DD/Cheque no. and the unique Reference No. received by SMS/IVRS and refer the same for all future correspondence with IEI.
- g. **The decision on every Application rests with the Council of IEI only, which is final and binding on the Applicant.**

9.0 Acknowledgement for Receipt of Payment

- a. *Through SMS:*

Acknowledgement is sent by SMS regarding receipt of payment within seven working days after receiving the documents. Please quote mobile number to get SMS acknowledgement of receipt of payment as well as other important announcements. The SMS message containing the Reference No. should be noted for any future queries/ communications, if any.

- b. *Through IVRS:*

Receipt of payment may also be ascertained through our Interactive Voice Response System (IVRS). To receive the acknowledgement, Applicant should dial **(033) 40155400** and follow the Instructions as guided by the system.

10.0 Query for the Status of Application

- a. *Through Internet:*

The processing of Application for enrolment normally takes two months time after receipt of the Application. The list of 'New Enrolment' and the list of 'Discrepancies in Applications' are available at our website. To know the status of application (after allowing the usual processing period) please visit: www.ieindia.org and click on the 'Membership' Tab on the Homepage. In case of further query/clarification, applicants may feel free to contact the Membership Department in the Headquarters through the email id: supdt3_memb@ieindia.org. Please quote your Mobile number and DD/Cheque/Credit/Debit Card/Online Reference No. of remittance in all such communications.

- b. *Through IVRS:*

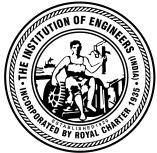
Applicants may also get their queries answered through our Interactive Voice Response System (IVRS). To know the status of Application (after allowing the usual processing period), Applicants should dial **(033) 40155400** and follow the Instructions as guided by the system.

11.0 Post Enrolment

- i) After enrolment, system generated letter of election and money receipt will be sent by e-mail.
- ii) The membership certificate and photo identity card are expected to be delivered at the registered address within 2-3 months from the date of enrolment.
- iii) Any Change in Address should be updated by Corporate Members by logging in through our website www.ieindia.org.

Procedure to Log in:

On clicking the 'Log In' tab on the homepage, a 'Member Login' window will appear on the right side. Membership Category should be entered along with seven digits continuously (e.g. F-0123456) as the Login id. To avail password, the 'Get Password' option should be clicked and the Password will be automatically sent via SMS/e-mail. If unable to do so for any reason, an e-mail should be sent to edp@ieindia.org requesting for password by giving membership no, mobile no. and e-mail id.



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Please fill-up both copies of the Form

1st Copy

AUTHORISATION OF PAYMENT BY CREDIT/DEBIT CARD

AUTHORISATION

Credit/Debit Card

MASTERS

VISA

OTHERS

Please charge Rs. against Card No.

Amount in Word

Card Expiry Date

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M M

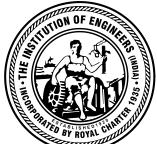
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Y Y Y Y

Card Holder's Signature

Card Holder's Name

Applicant's Name Membership Grade & No.
[If applicable]



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Please fill-up this Form as well

2nd Copy

AUTHORISATION OF PAYMENT BY CREDIT/DEBIT CARD

AUTHORISATION

Credit/Debit Card

MASTERS

VISA

OTHERS

Please charge Rs. against Card No.

Amount in Word

Card Expiry Date

<input type="text"/>	<input type="text"/>
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M M

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Y Y Y Y

Card Holder's Signature

Card Holder's Name

Applicant's Name Membership Grade & No.
[If applicable]