

# Application for Admission

Please complete your application using the step-by-step instruction guide [“Applying for Admission into the Licensing Process”](#). The instruction guide has information you must know before you submit your application and it explains how to fill out the application and gather your supporting documents.

Complete all sections. If a section does not apply to you write “Not Applicable” or “NA”. If your application is incomplete it will not be accepted.

## 1) Personal Information

### A. Name:

(Important that you apply using your full legal name as it appears on your Passport or other government ID)

Title:  Dr.  Mr.  Mrs.  Ms  Miss  Mx.

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name/Family Name: \_\_\_\_\_

ID Number: # \_\_\_\_\_

(If you have ever applied to Engineers Geoscientists Manitoba, you have been assigned an ID. Please indicate the number. Otherwise, please leave blank. Contact us if you are uncertain.)

### B. Name Change:

(If your name is different from the name on your documents, attach a legal change of name document.

Example: Marriage Certificate, Certified Record of Divorce, valid unexpired Passport issued in your current name.)

Current Name,  
if different from above: \_\_\_\_\_

### C. Birth Details:

Gender:  Male  Female  Undeclared      Birthdate: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MM                                  DD                                  YYYY

### D. Current Home Address:

\_\_\_\_\_  
Unit/Apartment      Number      Street Name

\_\_\_\_\_  
City      Province      Postal Code      Country

\_\_\_\_\_  
Telephone      Mobile      Email

### E. Contact Preferences:

Preferred Address:  Home  Work      Preferred Email:  Home  Work

## 2) Application Type

A. Please check one:  Engineer  Geoscientist

I am applying for:

**Academic Assessment**

Internationally Educated Engineer or Geoscientist

Canadian Geoscience

**Intern (EIT/GIT)**

First Time  Reinstatement

**Professional Member**

Canadian Mobility

**Company Registration** 

If you are applying as a **Temporary Licensee OR a Professional Member**, you MUST answer the statements below.

Please review [www.EngGeoMB.ca/CompanyRegistration.html](http://www.EngGeoMB.ca/CompanyRegistration.html) including the FAQs.

*Individual and company registration is done concurrently, so delays in providing required responses regarding one item may result in delays in processing the other item. Please respond to our correspondence promptly. All applications and explanations are subject to approval before processing.*

My employer **HAS** a Certificate of Authorization in Manitoba

No  Yes, Certificate of Authorization # \_\_\_\_\_

My employer **REQUIRES** a Certificate of Authorization in Manitoba

Yes  Not Certain

If Yes, send a Certificate of Authorization [application](#) as soon as possible.

If Not Certain, include a written explanation, with your name and employers full name on a separate (\*.pdf) sheet with this application.

**US Temporary Licence**

This only applies to US PE applicants. Must complete Company Registration section above.

First Time  Renewal  US Mobility (Must meet requirements as listed in the step-by-step instructions)

**Specified Scope of Practice**

Please indicate which path you are applying for:

Inter Association Mobility

Accredited degree with a minimum of 4 years in scope experience (Path 1 or 2)

Non accredited degree with 15 years in scope experience (Path 3)

*Reference step-by-step for instructions*

**B. Please indicate your discipline:**

**Engineering Discipline:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Agricultural/Biosystems/<br>Bioresource/Food Engineering | <input type="checkbox"/> Environmental Engineering | <input type="checkbox"/> Mining and Mineral<br>Processing Engineering |
| <input type="checkbox"/> Biomedical/Biochemical<br>Engineering                    | <input type="checkbox"/> Forest Engineering        | <input type="checkbox"/> Naval Architectural<br>Engineering           |
| <input type="checkbox"/> Building Engineering                                     | <input type="checkbox"/> Geological Engineering    | <input type="checkbox"/> Petroleum Engineering                        |
| <input type="checkbox"/> Chemical Engineering                                     | <input type="checkbox"/> Geomatics Engineering     | <input type="checkbox"/> Software Engineering                         |
| <input type="checkbox"/> Civil Engineering  | <input type="checkbox"/> Industrial Engineering    | <input type="checkbox"/> Structural Engineering                       |
| <input type="checkbox"/> Computer Engineering                                     | <input type="checkbox"/> Marine Engineering        | <input type="checkbox"/> Other: _____                                 |
| <input type="checkbox"/> Electrical Engineering                                   | <input type="checkbox"/> Mechanical Engineering    | _____   |
| <input type="checkbox"/> Engineering Physics                                      | <input type="checkbox"/> Mechatronics Engineering  | _____   |
|   | <input type="checkbox"/> Metallurgical Engineering |   |

**Geoscience Discipline:**

- |  |                                     |                                       |
|--|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Geology               | <input type="checkbox"/> Geophysics | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Environmental Geology |                                     | _____                                 |

**C. If the discipline of your undergraduate degree is NOT the same as the discipline you have been practicing, please provide details:**

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**3) Citizenship/Immigration Status**

**A. Citizenship/Immigration status in Canada:**

Please review the policy information at [www.cic.gc.ca/english/study](http://www.cic.gc.ca/english/study).

- Canadian Citizen
- Work Permit
- Study Permit
- Permanent Resident (PR) Year admitted to Canada: \_\_\_\_\_
- Refugee
- US Citizen
- Manitoba Provincial Nominee Program (MPNP) Certificate of Nomination
- Other: \_\_\_\_\_

*Reference step-by-step for instructions*

#### 4) Employer Information

If you are currently unemployed, please leave this section blank.

##### A. Current Employer/Company Name and Address:

\_\_\_\_\_

Company Name

\_\_\_\_\_

Department (if applicable)                      Job Title

\_\_\_\_\_

Unit/Apartment      Number                      Street Name

\_\_\_\_\_

City                      Province/State                      Postal/Zip Code                      Country

\_\_\_\_\_

Telephone                      Mobile                      Email

#### 5) Professional Status

Answer Yes if you applied recently or in the past, even if you withdrew.

##### A. Have you ever applied to Engineers Geoscientists Manitoba?

No       Yes

ID #: \_\_\_\_\_                      Membership Start Date: \_\_\_\_\_

Year you applied? \_\_\_\_\_                      Membership End Date: \_\_\_\_\_

##### B. Have you ever applied to any other Engineering or Geoscience association in Canada?

No       Yes

Name all associations and indicate the ID/file/reference #:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

##### C. Have you ever applied OR are currently/were you registered as a Professional Member with a Canadian Association/Order/US State Board?

No       Yes

Please list all. Attach extra pages if needed.

Canadian Association/ Order/US State Board	File/ Reference #	Start Date	End Date	Current Status Active/Resigned/ Written Off

## 6) Education

List your education in chronological order, do not abbreviate, and be sure to provide all requested details.

\_\_\_\_\_  
Full Name of Institution

\_\_\_\_\_  
Full Name of Degree or Diploma

\_\_\_\_\_  
Discipline of Study

Date Degree Awarded: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

\_\_\_\_\_  
City of Institution

\_\_\_\_\_  
Country of Institution

Degree/Diploma Duration:

5 year  4 year  3 year  2 year  1 year  Other: \_\_\_\_\_

I attended from: \_\_\_\_\_ to \_\_\_\_\_

Was any part of your education completed by:

Correspondence  Online  Distance Education

No  Yes

Please give details: \_\_\_\_\_

### Additional Degree/Diploma

If you do not hold any additional degree(s) or diploma(s), please go to Section 7.

\_\_\_\_\_  
Full Name of Institution

\_\_\_\_\_  
Full Name of Degree or Diploma

\_\_\_\_\_  
Discipline of Study

Date Degree Awarded: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

\_\_\_\_\_  
City of Institution

\_\_\_\_\_  
Country of Institution

Degree/Diploma Duration:

5 year  4 year  3 year  2 year  1 year  Other: \_\_\_\_\_

I attended from: \_\_\_\_\_ to \_\_\_\_\_

Was any part of your education completed by:

Correspondence  Online  Distance Education

No  Yes

Please give details: \_\_\_\_\_

### Additional Degree/Diploma

If you do not hold any additional degree(s) or diploma(s), please go to Section 7.

\_\_\_\_\_  
Full Name of Institution

\_\_\_\_\_  
Full Name of Degree or Diploma

\_\_\_\_\_  
Discipline of Study

Date Degree Awarded: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

\_\_\_\_\_  
City of Institution

\_\_\_\_\_  
Country of Institution

Degree/Diploma Duration:

5 year  4 year  3 year  2 year  1 year  Other: \_\_\_\_\_

I attended from: \_\_\_\_\_ to \_\_\_\_\_

Was any part of your education completed by:

Correspondence  Online  Distance Education

No  Yes

Please give details: \_\_\_\_\_

### Additional Degree/Diploma

If you do not hold any additional degree(s) or diploma(s), please go to Section 7.

\_\_\_\_\_  
Full Name of Institution

\_\_\_\_\_  
Full Name of Degree or Diploma

\_\_\_\_\_  
Discipline of Study

Date Degree Awarded: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

\_\_\_\_\_  
City of Institution

\_\_\_\_\_  
Country of Institution

Degree/Diploma Duration:

5 year  4 year  3 year  2 year  1 year  Other: \_\_\_\_\_

I attended from: \_\_\_\_\_ to \_\_\_\_\_

Was any part of your education completed by:

Correspondence  Online  Distance Education

No  Yes

Please give details: \_\_\_\_\_

*Reference step-by-step for instructions*

## 7) English Language Proficiency

English language proficiency is a requirement for membership. The association reserves the right to require applicants to demonstrate proficiency in English. See Language Requirements at [EngGeoMB.ca](http://EngGeoMB.ca).

### A. Please check all that apply:

- English is my first language
- I completed a degree at the university where English was the language of instruction.
- My scores on the following English language proficiency test(s) meet the Association's language requirements:
- Canadian Level Benchmark Test (CLB)  
 Written: \_\_\_\_\_ Oral: \_\_\_\_\_ Listening: \_\_\_\_\_ Reading: \_\_\_\_\_
- Test of English as a Foreign Language (TOEFL)  
 Test Date:      /      /      Score: \_\_\_\_\_  
                   MM        DD        YYYY
- Other: Test Name: \_\_\_\_\_  
 Test Date:      /      /      Score: \_\_\_\_\_  
                   MM        DD        YYYY

I correspond in both English and French

If you have not checked one of the above, please explain why you feel you are proficient in the use of the English language, and therefore meet the Association's language requirements:

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## 8) ABC Test

See ABC Test at [EngGeoMB.ca](http://EngGeoMB.ca) to determine if you must write the ABC Test. *Does not apply to Canadian Mobility applicants.*

### A. Please check all that apply:

**My online ABC Test has been enabled.**

- No     Yes    Member ID: \_\_\_\_\_

**I have already passed the ABC Test:**

- No     Yes

## 9) Professional Practice Exam

See Professional Practice Exam at [EngGeoMB.ca](http://EngGeoMB.ca).

**Have you passed the Professional Practice Exam?**

- No     Yes    Year: \_\_\_\_\_

Name of Canadian Association/Order: \_\_\_\_\_

## 10) Other Information

A. Have you ever been disciplined by a Canadian Engineering or Geoscience Association or a US State Licensing Board:

No  Yes

B. Do you have any disciplinary action pending against you, by a Canadian Engineering or Geoscience Association or a US State Licensing Board, either as an individual or as a corporate officer?

No  Yes

C. Have you ever been convicted of a criminal offence in any jurisdiction?

No  Yes

D. Are you applying for reinstatement?

No  Yes

Was your membership terminated due to non-payment of dues?

No  Yes

Provide details explaining why you allowed your membership to lapse. Attach extra pages if needed.

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E. Do you still have your Engineers Geoscientists Manitoba Association seal?

No  Yes  Not applicable

F. If you are licensed in another province or country, please include a .pdf of your proof of license.

G. If you have passed the NCEES Fundamentals of Engineering and/or the NCEES Professional Engineering Exam (USA) please include a .pdf of proof that you have passed it.



## 11) Declarations & Privacy Consent Statement

### Declarations

The following declarations are essential to the processing of your application. By signing and dating, you indicate that you have agreed to abide by these declarations.

- A. I have personally reviewed and am familiar with *The Engineering and Geoscientific Professions Act*, By-laws, and Code of Ethics for the Practice of Professional Engineering and Professional Geoscience, and I agree to abide by the terms contained therein.
- No  Yes
- B. I declare that all of the statements in this application are complete and correct to the best of my knowledge and belief. I understand that a false statement or failure to provide the information requested may, at any time, disqualify me from registration. I authorize Engineers Geoscientists Manitoba (the Association) to obtain such additional information as it may deem appropriate, from such additional sources as it may deem appropriate, for the processing of my application.
- No  Yes
- C. I understand that it is my responsibility to update my contact information with the Association as required. If I fail to do so, the Association will not be held responsible for any consequences related to inaccurate contact information including missed mailings, failure to receive renewal forms, or routing of personal information to other persons not authorized to view such information.
- D. I understand that the Association is required by law to provide certain applicant data information to the Fairness commissioner appointed under *The Fair Registration Practices in Regulated Professions Act* (The FRP Act), but that such information will not reveal the identity of any applicant. Such information may be used by the Fairness Commissioner to prepare reports and for other purposes under the FRP Act. I consent to the personal information that I have provided being used for such purposes.
- E. I understand that the Association is authorized to allow me access to any reports created by myself, but is not authorized to allow me access to any reports created by my supervisor or professional member supervisor or mentor without their written consent. I understand that if I request the return of my information, it shall be copied by the Association and copies sent to me by regular mail or .pdf only, unless otherwise agreed by both the Association and myself. Reasonable charges will apply.
- No  Yes
- F. I authorize the Association to provide to my employer(s)/potential employer/supervisor(s)/organization any assessment details/results, the number of months of experience already credited or potentially credited, any professional development credits, volunteer service credits, and the status of my professional practice exam if requested by the employer(s)/supervisor(s) to facilitate the application process. I understand that it is my responsibility to keep my own back-up copies of my own progress report(s).
- No  Yes

**NOTE:** *To practice professional engineering or geoscience within the Province of Manitoba as an employee, partner director, shareholder, principal, or agent of a partnership, corporation or other legal entity, you are not entitled to do so unless that entity has been issued a valid and subsisting Certificate of Authorization under s.16 of the Engineering and Geoscientific Professions Act. Should you violate the requirement, you and the related legal entity for whom you practice may be in violation of s.57 and/or s.59 of the Act. Pursuant to s.65 of the Act, every person who violates any provision of the act is guilty of an offence and liable, in the case of a first offence, to a fine of not more than \$10,000.00, and in the case of any subsequent offence to a fine of not more than \$20,000.00. The Court may also grant an injunction to prevent any further violation of the Act.*

### Privacy Consent Statement

Engineers Geoscientists Manitoba has adopted the Personal Information Protection and Electronic Documents Act (PIPEDA) as the standard by which it enforces protection of personal information. Personal information is defined as information about an identifiable individual, but does not include the name, title, business address, or telephone number of an employee of an organization. The Association shall not retain or disclose personal information of an individual without the consent of that individual. Please carefully review the Privacy Policy at [www.EngGeoMB.ca/PrivacyPolicy.html](http://www.EngGeoMB.ca/PrivacyPolicy.html) in conjunction with the declarations below.

### Third Party Consent

The Association sponsors a range of products and services through third-parties that provide value added benefits to members and their families. To administer these products and services, the Association will provide the suppliers with your preferred mailing or e-mail address so that they may provide you with up-to-date information on their services and products.

*NOTE: If you agree to have your personal contact information provided to these third-parties, you must contact the supplier(s) directly to be removed. The Association will provide a list of suppliers upon request.*

I authorize Engineers Geoscientists Manitoba to release my contact information to third-party suppliers of members benefits who are approved by the Association.

No  Yes, by mail only  Yes, by mail or email

### Declarations and Privacy Consent Statement

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MM DD YYYY

### 12) Delivery

Please .pdf this application, along with the required documents as listed in the “Step-by-Step Instruction guide and email the designated staff member.

### 13) Application Fee

After you have submitted your application and required documents, it will be reviewed to insure it's complete. If your application is complete, you will receive an email containing instructions for claiming a password and logging in to pay the application fee.