Guidance on Underpinning Knowledge and Understanding (UK&U) for applicants applying for Professional Registration

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1. Why we have these Guidelines

1.1. To ensure applicants are fully aware of the requirements regarding UK&U needed for Professional Registration

2. Who these Guidelines relate to

2.1. Applicants applying for Professional Registration

3. Guidelines

3.1. It is a requirement for Professional Registration that applicants provide evidence showing their UK&U relevant to the category of registration for which they are applying.

3.2. UK-SPEC v4 outlines two approaches to establishing UK&U. Option one is through Recognised Qualifications. The other approach is through Individual Assessment.

3.3. Applicants who have achieved the required learning outcome through Recognised Qualifications as identified in UK-SPEC v4 will have achieved the following:

- **EngTech** : level 3 qualification as part of an approved apprenticeship scheme
- **IEng** : an accredited Bachelors degree in engineering and / or technology
- **CEng** : An accredited integrated Master degree or a combination of accredited Bachelors and Masters degrees

3.4. Applicants who do not have Recognised Qualifications will be assessed via an Individual Assessment where any qualifications applicants have obtained, and their experience will be considered along any other relevant learning such as:

- Formal academic programmes
- In-employment training including vendor/supplier courses and certification
- Experiential learning
- Self-directed learning

3.5. These guidelines are associated with the Individual Assessment of UK&U. In UK-SPEC v4 the 'Individual Assessment' includes assessment of the applicant's prior learning and Underpinning knowledge needed to successfully perform their role(s) relevant to the category of registration for which they are applying

3.6. All applicants applying for Professional Registration, through the Individual Assessment route, will have their UK&U assessed at a Pre-Professional Registration Interview Assessment Panel and if appropriate will be permitted to proceed to Professional Registration Interview. Candidates for registration cannot proceed to interview if UK&U at the appropriate level has not been demonstrated and identified.

3.7. In your Career History, you must show evidence that you have the knowledge and understanding and skills to ensure that your decisions are based on a full understanding of engineering practices and standards and that you have the necessary underpinning logic and analytical capabilities.

3.8. Your training records and career history in your application are the places to provide evidence and examples of how you have applied your technical engineering knowledge.

3.9. Assessors will be asked to undertake an assessment based on their own experience and familiarity with the applicant's field of work and using their expertise, will exercise their professional judgment.

3.10. The Assessors are Registrants who are fully trained in assessing UK&U and will not be looking to map your evidence to formal qualifications. Instead, assessors will look at your Career History, and whether the work that you have been doing reflects the knowledge and skills development that would be expected from a professionally registered engineer, holding the registration category that you are applying for.

3.11. Assessors will be looking to see if you have received any third party or regulated recognition such as:

- Appointed person
- Senior Appointed person
- Suitably qualified experienced person

3.12. It is important to provide examples of the kind of progression you have made in your career and to detail the development of technical knowledge you may have had, taking into account the specific fields of engineering you have been working in. You can demonstrate career progression and/or technical knowledge development by clearly describing promotions, grade changes or even changes of employer into more senior roles. etc.

3.13. If you have changed industry sectors, you should provide evidence of how you have built on your existing UK&U and expanded it and taken your knowledge into the new sector.

3.14. Using appropriate techniques such as STAR (Situation , Task, Action and Result), it is important to describe your evidence in the first person briefly detailing the situation, the tasks you had to undertake, the kind of actions you completed, and the results or outcome of those actions, You must demonstrate the growth you have achieved, even within a more focused field of engineering, which may or may not include role changes and increasing levels of responsibility amongst other examples that demonstrate the competences and commitments as described in UK-SPEC v4

3.15. The assessors are looking to determine your role / responsibility, your achievements in your career and what you learned from them.

3.16. Where the assessors feel that UK&U cannot be fully identified from the evidence you have provided in your application, possibly including Training Records, and an Assessment Summary Report, you may be asked to provide a UK&U statement. In requesting a UK&U statement, you will be asked to provide details demonstrating your technical knowledge and understanding associated with a specific part of your career history. Your response to the request for further UK&U evidence should entail specific technical knowledge and how you have expanded your learning to enable you to carry out that technical work

3.17. In certain circumstances, where a UK&U statement has been requested and UK&U still cannot be determined, a Technical Knowledge Assessment may be requested.

3.18. If you do not follow these guidelines, your assessment panel may have difficulty establishing your UK&U at the level of registration being sought, resulting in delays to applications while any additional UK&U evidence is requested from you.

4. Queries and Comments

4.1. If you have any queries regarding how these guidelines work in practice, or comments or suggestions as to how it could be improved, please contact RSSU@theiet.org