

# – MANUAL OF ADMISSIONS





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# INTRODUCTION



# INTRODUCTION

Engineers Geoscientists Manitoba is a durable, growing organization with a rich, honorable history of serving and protecting the public of Manitoba since its inception in 1920.

Engineers Geoscientists Manitoba is a privately incorporated, non-profit, professional regulator, following a narrowly defined purpose found in The Engineering & Geoscientific Professions Act of Manitoba.

This Manual of Admissions describes the requirements: education, experience, and high standards for professional conduct and skilled practise expected from every applicant.

## 1.1 THE ASSOCIATION

The Association was established March 27, 1920, by *The Engineering Profession Act* to regulate the profession of engineering in Manitoba.

In 1998, the Manitoba Legislature expanded the Association's mandate to regulate professional geoscience with *The Engineering and Geoscientific Professions Act*.

In 2015, the Association adopted the working name of Engineers Geoscientists Manitoba while retaining the legal name of The Association of Professional Engineers and Geoscientists of the Province of Manitoba.

The purpose of the Association is to:

- a) govern and regulate the practice of professional engineering and professional geoscience in Manitoba;
- b) promote and increase, in the public interest, the knowledge, skill, and competency
  - i. of its members; and,
  - ii. of all other persons governed or regulated by it, in all things relating to the professions of engineering and geoscience;
- c) advocate where the public interest is at risk;
- d) promote professional engineering and professional geoscience and the role of the Association; and,
- e) carry out any duties and exercise any powers that are given to it by another enactment.

## 1.2 THE ENDS

The interests of the public of Manitoba are protected, as they relate to the practice of engineering and geoscience and that the results should be worth the resources expended:

- E-1 Individuals who are practicing engineering and geoscience are registered and licensed.
- E-2 Practitioners practice with competence and conduct themselves professionally.
- E-3 Unqualified persons do not practice.
- E-4 Stakeholders understand and value the contribution of the professions.
- E-5 Practitioners reflect the diversity of the public.
- E-6 Consumers have access to a reasonable supply of practitioners' services.

## 1.3 LICENSING IN MANITOBA

Engineers Geoscientists Manitoba is the licensing body for the practice of engineering and geoscience in Manitoba. The function of the Association is to protect the public by ensuring that the practice of engineering and geoscience is being carried out by qualified registered professional engineers and geoscientists. The Association is not an employment agency, and it does not provide such a service.

Anyone who wants to work as an engineer or geoscientist in Manitoba, or will be working on a project which takes effect in Manitoba, must by law, obtain a licence to practise from Engineers Geoscientists Manitoba.





**AUTHORITY**





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# AUTHORITY

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## 2.1 COUNCIL

It is the duty of Council to populate the Registration Committee, provide criteria that the Registration Committee will use to consider and decide on applications, and to develop performance standards that will be used in the registration process. Council is authorized to perform these functions by the following three sections of the Act.

- 14(1) The council shall, in accordance with the by-laws, appoint a registration committee...**
- 14(2) The council shall establish criteria and standards to be used by the registration committee...**
- 12(3) The council may establish operating policies and procedures not inconsistent with this Act or with any by-law of the Association**

### 2.1.1 POLICIES OF COUNCIL

This Manual was adopted by the Council of Engineers Geoscientists Manitoba on September 29, 2022. Council amended this document to ensure consistency with amendments to The Engineering and Geoscientific Professions Act, which came into force November 1, 2023, and to reflect changes to the confirmatory program. Council approved further updates on September 12, 2024 and December 12, 2024. A list of all revisions is kept for reference. Amendments adopted are part of the record of Council minutes.

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## 2.2 REGISTRATION COMMITTEE

It is the role of the Registration Committee “to consider and decide upon applications for certificates of registration, temporary licence, specified scope licence and enrolment as engineering interns or geoscience interns”<sup>1</sup>.

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## 2.3 CEO & REGISTRAR

Council has assigned the CEO of the Association the duties of Registrar. Council has charged the CEO to ensure that all applications that are to be considered and decided upon by the Registration Committee are complete. To aid the CEO in this responsibility, the CEO may delegate authority to staff or committees.

The Registrar has authority to consider and decide upon applications for certificates of registration for applicants registered and in good standing with a regulatory body of professional engineers or geoscientists of another jurisdiction; and for certificates of authorization.<sup>2</sup>

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<sup>1</sup> Subsection 14(1) of the Act

<sup>2</sup> Subsection 14(1.1) of the Act



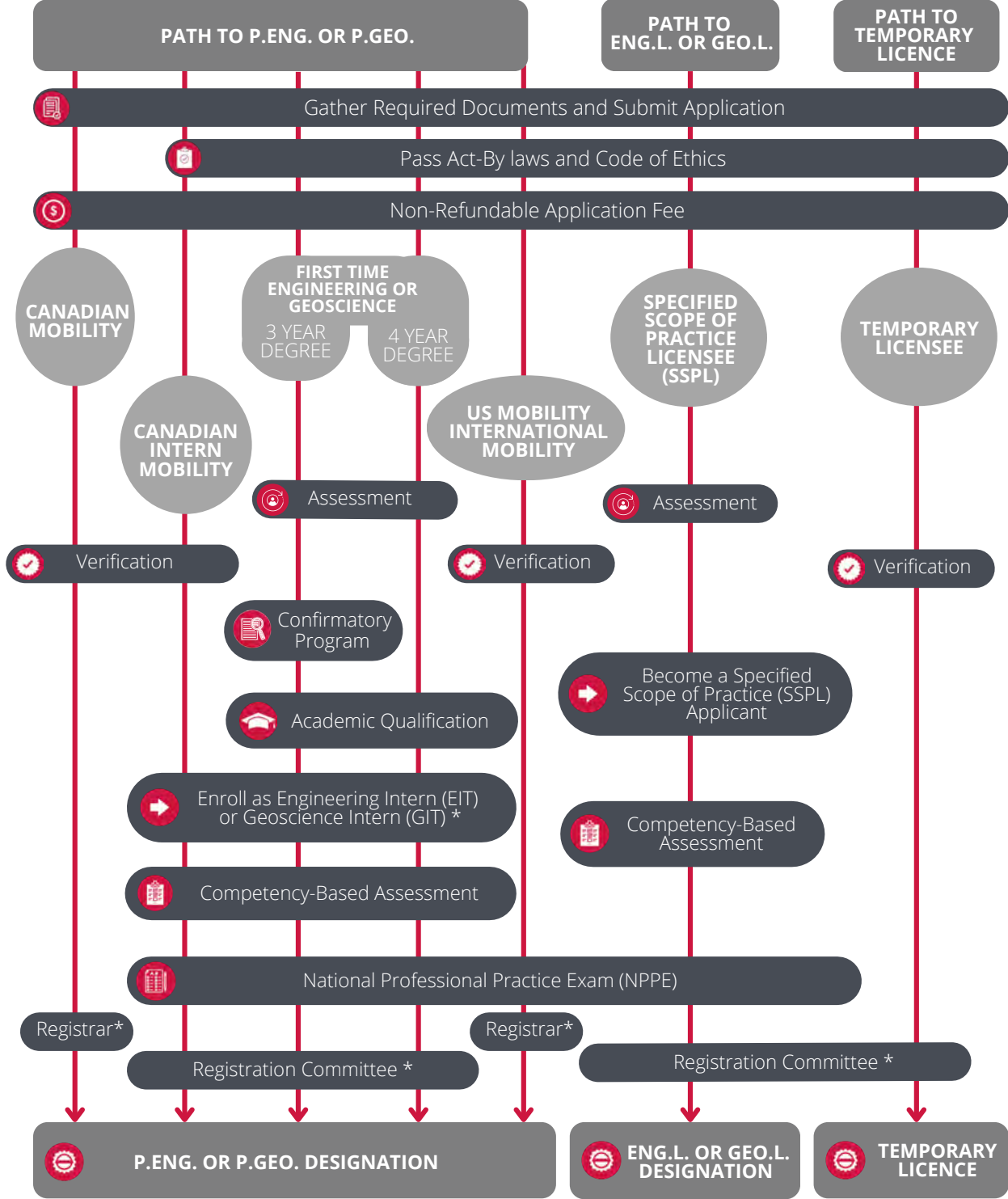
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# **PATHS TO ACHIEVING REGISTRATION**



# PATHS TO ACHIEVING REGISTRATION

To become a registered member or licensee of Engineers Geoscientists Manitoba, you must determine your applicant type and complete the corresponding requirements of the appropriate path.



\*PAYMENT OF DUES OR FEES REQUIRED



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# ACADEMIC QUALIFICATION

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# ACADEMIC QUALIFICATION

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In accordance with the Act and the by-laws, all applicants must be deemed academically qualified as a requirement for registration. An applicant is deemed to be academically qualified, if the applicant:

- has completed a post-secondary program (typically a bachelor's degree) of at least four-years in duration from an [Engineers Canada Canadian Accreditation Engineering Board \(CEAB\)](#) accredited program or an engineering program accredited by a signatory of the [Washington Accord](#) or Commission des Titres d'Ingénieur (CTI) France; or
- has completed a post-graduate degree in engineering from a Canadian university with an accredited undergraduate program or from an institution that has [Washington Accord](#) accredited programs, in addition to a four-year bachelor's degree. The graduate degree **must** be in a closely related engineering discipline to the bachelor's degree; or
- has completed a post-secondary program (typically a bachelor's degree) of at least four years in duration in geoscience and demonstrates compliance with the coursework requirements of the [Geoscientists Canada Knowledge and Experience \(GKE\)](#) reference document. (NOTE: compliance with the GKE may be achieved through a combination of undergraduate and graduate coursework); or
- has completed a confirmatory program (see section 4.1); or
- is a professional engineer or geoscientist of any other engineering or geoscientific Association within Canada who has been given the authority by a provincial or territorial government to register professional engineers, professional geoscientists, geophysicists, or geologists; or
- is a professional engineer or geoscientist of any entity that licenses engineers or geoscientists, geophysicists, or geologists in any jurisdiction that has signed a Mobility Agreement with Engineers Geoscientists Manitoba.

To qualify under the Washington Accord:

- The date of graduation must be after the accreditation organization in the country became a member of the Washington Accord.
- The degree must be on the list of accredited programs in the country.
- The program must have been accredited at the time of graduation.
- All subjects must have been taken as part of an accredited program.

List of all Washington Accord country signatories with dates:

<https://www.InternationalEngineeringAlliance.org/Accords/Washington/Signatories>

Specified Scope of Practice Licensee applicants are required to complete one of the following:

- a post-secondary degree or a minimum two-year diploma in engineering or geoscience technology and obtained acceptable work experience approved by the Association, under the direct supervision of a professionally registered engineer or geoscientist or engineering or geoscience licensee or equivalent; or,
- a post-secondary degree or minimum two-year diploma in a related science, with a minimum of five years of engineering or geoscience-related experience, under the direct supervision of a professionally registered engineer or geoscientist or engineering or geoscience licensee equivalent.

## 4.1 CONFIRMATORY PROGRAM

First-Time Engineering or Geoscience applicants who have not completed a post-secondary program (typically a bachelor's degree) of at least four-years in duration in engineering or geoscience will be assigned the confirmatory program. The confirmatory program is assigned to confirm the level and quality of academic education. The confirmatory program can be completed in one of two ways:

1. Passing the [Fundamentals of Engineering exam](#), offered through National Council of Examiners for Engineering and Surveying (NCEES), or the Fundamentals of Geology exam through the National Association of State Boards of Geology, or
2. Passing the [Fundamentals of Geology exam](#) through the National Association of State Boards of Geology.

When the confirmatory program is successfully completed the applicant will be declared academically qualified and invited/allowed to be enrolled as an engineering or geoscience intern and invited to start Competency-Based Assessment.

## 4.2 STUDENT ENROLLMENT

Student means a person who is registered in an accredited engineering or geoscience program at a Manitoba university, who has been enrolled by the Association as a student, and whose name is entered on the Association's register as a student.

An undergraduate engineering student accepted into the Price Faculty of Engineering at the University of Manitoba either in direct entry or second year and have designated a department of study, or an undergraduate geoscience student at either the University of Manitoba or Brandon University, is eligible to enroll as a student with the Association. Graduate students in engineering and geoscience at the University of Manitoba who do not hold an undergraduate degree in engineering or geoscience are eligible to enroll as a student.



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# EXPERIENCE REQUIREMENTS

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# EXPERIENCE REQUIREMENTS

The Registration Committee will grant that an applicant meets the requirements for professional practice experience when the applicant:

- has obtained the necessary competencies in the practice of engineering or geoscience, or
- is a professional engineer or geoscientist of any other engineering or geoscientific Association within Canada who has been given the authority by a provincial or territorial government to register professional engineers, professional geoscientists, geophysicists, or geologists; or
- is a professional engineer or geoscientist of any entity that licenses engineers or geoscientists, geophysicists, or geologists in any jurisdiction that has signed a Mobility Agreement with Engineers Geoscientists Manitoba.

## 5.1 WORK EXPERIENCE

The Association uses the pan-Canadian competency-based assessment (CBA) model, in which specific competencies must be demonstrated. CBA applies to both applicants seeking first-time professional registration or a specified scope of license. To demonstrate readiness for registration, **four years** of work experience in engineering or geoscience is recommended.

An applicant must demonstrate that they possess the core competencies by providing descriptions of situations from their work experience where they have used each competency. Each competency must be validated by an applicant's selected validator. The core competencies allow the Association's assigned assessors to assess the quality of work experience, by looking not just at what an applicant has done, but by also looking at how and why tasks were completed.

A full description of each competency, including what actions an individual would take to demonstrate that they meet a competency, can be found in the following guides:

- Competency Assessment Guide for Engineering Applicants and Trainees
- Competency Assessment Guide for Engineering Validators and Assessors
- Competency Assessment Guide for Geoscience Applicants and Trainees
- Competency Assessment Guide for Geoscience Validators and Assessors

More information about competency-based assessment and the competency assessment system used by the Association is available at [www.EngGeoMB.ca/CBA](http://www.EngGeoMB.ca/CBA)



## 5.2 CANADIAN ENVIRONMENT COMPETENCIES

An applicant must demonstrate that they have experience equivalent to working in the Canadian environment through the CBA process. This experience can be gained in Canada or internationally. Experience is assessed through eight competencies for engineering and seven competencies for geoscience that demonstrate an applicant's knowledge of Canadian regulations, codes, standards, quality control, safety awareness, professional accountability and communications.

If international work examples are used, it is the applicant's responsibility to demonstrate equivalency of the examples to the Canadian work context. Canadian environment competencies are assessed when an applicant completes competency-based assessment.

More information is available in the following guides and at:

**[www.EngGeoMB.ca/CBACanadianEnvironment](http://www.EngGeoMB.ca/CBACanadianEnvironment)**

- Canadian Environment Competencies Guide for Engineering Applicants, Trainees, Validators and Assessors
- Canadian Work-Environment Experience Competencies Guide for Geoscience Applicants, Trainees, Validators and Assessors



## 5.3 ENGLISH LANGUAGE REQUIREMENTS

### 5.3.1 MOBILITY APPLICANTS

Mobility applicants registered with other provincial jurisdictions are required to communicate effectively in English.

A language proficiency requirement is not required if the applicant has already met a similar language proficiency requirement to register, following the Labour Mobility Chapter of the Canadian Free Trade Agreement (CFTA).

Engineers Geoscientists Manitoba will accept mobility applicants coming from any province other than Quebec as being proficient in English.

For mobility applicants from Quebec, Engineers Geoscientists Manitoba reserves the right to assess the applicant to ensure either:

- The applicant has a degree from a university where English was the language of instruction; or
- The applicant can demonstrate English proficiency equivalent to Canadian Language Benchmark (CLB) level 8.

### 5.3.2 FIRST-TIME APPLICANTS

All first-time applicants must complete Competency-Based Assessment (CBA). Communication in English is a competency category in CBA with a minimum rating of 3 in all communication competencies to obtain professional registration. An applicant's English language competency is assessed by reviewing:

- Oral, written, and reading comprehension skills in the CBA communications category; and
- Comments from validators and assessors.

A rating of 3 in the CBA communication competencies aligns and is consistent with a Canadian Language Benchmark level 8.

If required, an approved English language test may be requested. The Association accepts the following tests in order to satisfy the English language proficiency requirement:

- Canadian English Language Proficiency Index Program (CELP) General Test
- International English Language Testing System (IELTS) General Test
- Canadian Academic English Language (CAEL) Test

## 5.4 GOOD CHARACTER REQUIREMENT

Good character is a requirement of engineers and geoscientists in Manitoba and of every regulator across Canada. Character is defined as the combination of qualities which distinguishes one individual from another. Good character connotes moral and ethical strength and includes traits such as integrity, candour, honesty, and trustworthiness.

All applicants must show that they are of good character and good repute. Engineers Geoscientists Manitoba reviews the applicant's submitted application and information to ensure an applicant meet these standards. In the competency-based assessment process, and the applicant's validators are required to provide feedback on the applicant's character.

Good character requirements are outlined in the Association's Good Character Guideline: [www.EngGeoMB.ca/pdf/Guidelines/GoodCharacterGuideline.pdf](http://www.EngGeoMB.ca/pdf/Guidelines/GoodCharacterGuideline.pdf)





# APPLICANT TYPES



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# APPLICANT TYPES

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## 6.1 PATH TO P.ENG. OR P.GEO.

### 6.1.1 APPLICANTS FROM OTHER JURISDICTIONS (CANADIAN MOBILITY)

If an applicant is a registered engineer or geoscientist in another Canadian jurisdiction and wishes to work in Manitoba, they may apply for a certificate of registration. A person can be registered in multiple jurisdictions.

#### QUALIFICATIONS

To qualify for a certificate of registration, an applicant must:

- be a person at least 18 years of age; and,
- have completed the admission application supportive documentation; and,
- have obtained a valid professional engineer (P.Eng.) or professional geoscientist (P.Geo.) registration anywhere in Canada and is in good standing; and,
- have made payment of dues and fees prescribed by the by-laws; and,
- have the ability to communicate effectively in English; and,
- have demonstrated good character, and ethical and professional conduct.

#### TERM OF CERTIFICATE

The professional certificate of registration acquired through Canadian mobility is subject to annual renewal.

### 6.1.2 INTERN APPLICANTS FROM OTHER JURISDICTIONS (CANADIAN INTERN MOBILITY)

If an applicant is a current intern, engineer-in-training (EIT) or geoscientist-in-training (GIT) with another Canadian regulator, they may apply for an intern mobility. Interns can complete their internship with the original regulator or start an internship with the Association. Once registered, the intern can use the title legally in Manitoba. More information is available in the Association's *Guideline on Use of Title*:

<https://www.EngGeomb.ca/PDF/Guidelines/UseOfTitleGuideline.pdf>

#### QUALIFICATIONS

To qualify for intern mobility, an applicant must:

- be a person at least 18 years of age; and,
- have completed the admission application supportive documentation; and,
- have obtained Canadian intern, member-in-training, EIT or GIT status and is in good standing with another regulator; and,
- have made payment of dues and fees prescribed by the by-laws; and,

- have the ability to communicate effectively in English; and,
- have demonstrated good character, and ethical and professional conduct.

### **TERM OF INTERN STATUS**

There is no application fee to apply for intern mobility. Intern status is subject to annual renewal. Once an intern has successfully completed competency-based assessment and passed the National Professional Practice Exam (NPPE), they are eligible to apply for professional registration.

### **6.1.3 FIRST-TIME ENGINEERING**

A First-Time Engineering applicant means a person who acquires their professional engineering designation by enrolling with the Association as an engineering intern and whose name is entered on the Association's register as an engineering intern.

### **QUALIFICATIONS**

To qualify for engineering intern, an applicant must:

- a person at least 18 years of age; and,
- have completed the admission application and supporting documentation, and,
- been deemed academically qualified by completing a post-secondary program (typically bachelor's degree) of at least four years in duration in engineering or a confirmatory program; and,
- have subscribed to and agreed to abide by the code of ethics of the Association; and,
- have the ability to communicate effectively in English; and,
- have made payment of the dues and fees prescribed by the by-laws; and
- have demonstrated good character, and ethical and professional conduct; and,
- have completed the Act, By-laws, and Code of Ethics (ABC) test with 90% or greater.

### **TERM OF LICENCE**

The engineering intern enrollment is subject to annual renewal.

*Note: As of September 15, 2022, engineering intern applicants starting their experience qualification will go through the Competency-Based Assessment program.*

### **6.1.4 FIRST-TIME GEOSCIENCE**

A First-Time Geoscience applicant means a person who acquires their professional geoscience designation by enrolling with the Association as a geoscience intern and whose name is entered on the Association's register as a geoscience intern.

### **QUALIFICATIONS**

To qualify for geoscience intern, an applicant must:

- be a person at least 18 years of age; and,
- have completed the admission application and supporting documentation, and,
- been deemed academically qualified by completing a post-secondary program (typically bachelor's degree) of at least four years in duration in geoscience or a confirmatory program; and,
- have subscribed to and agreed to abide by the code of ethics of the Association; and,
- have the ability to communicate effectively in English; and,
- have made payment of the dues and fees prescribed by the by-laws; and,
- have demonstrated ethical and professional conduct; and,
- have completed the Act, By-laws, and Code of Ethics (ABC) test with 90% or greater.

## TERM OF LICENCE

The geoscience intern enrollment is subject to annual renewal.

*Note: As of September 15, 2022, geoscience intern applicants starting their experience qualification will go through the Competency-Based Assessment program.*

## 6.1.5 US MOBILITY

If an applicant is a registered engineer or geoscientist in at least one state in the USA, and currently holds a temporary licence (US), with the Association (see Section 6.3.1), they may apply for a certificate of registration through US Mobility. A person can be registered in multiple jurisdictions.

## QUALIFICATIONS

To qualify for US Mobility, an applicant must:

- be a person at least 18 years of age; and,
- have completed the admission application and supportive documentation; and,
- been deemed academically qualified; and,
- have passed the Fundamentals of Engineering (FE) and Professional Engineering (PE) exams in the USA; and,
- be registered as an engineer or geoscientist in good standing in at least one state in the USA; and,
- not be registered in another Canadian province; and,
- have passed the National Professional Practice Exam (NPPE); and,
- have made payment of dues and fees prescribed by the by-laws; and,
- have the ability to communicate effectively in English; and,
- have demonstrated good character, and ethical and professional conduct; and,

- have completed the Act, By-Laws, and Code of Ethics (ABC) test with 90% or greater.

#### **TERM OF CERTIFICATE**

The certificate of registration obtained through US Mobility is subject to annual renewal.

### **6.1.6 INTERNATIONAL ENGINEERING MOBILITY**

Engineers Geoscientists Manitoba recognizes multinational agreements signed by Engineers Canada:

- The International Professional Engineering Agreement (IPEA)
- Asia-Pacific Economic Cooperation Agreement (APEC EA)

An applicant holding the International Professional (IntPE) engineer designation or Asia-Pacific Economic Cooperation Agreement engineer designation is eligible to apply for a temporary license. See section 6.3.1 for Temporary Licence requirements.

If a temporary licensee who holds the IntPE or APEC engineer designation passes the National Professional Practice Exam, they may apply for a certificate of registration through International Mobility. IntPE or APEC EA engineers are not required to complete competency-based assessment.

#### **TERM OF CERTIFICATE**

The certificate of registration obtained through International Mobility is subject to annual renewal.

## **6.2 PATH TO ENG.L. OR GEO.L.**

### **6.2.1 SPECIFIED SCOPE OF PRACTICE LICENSEE**

In accordance with the Act, the Specified Scope of Practice Licensee means a person who holds a valid and subsisting specified scope of practice licence and whose name is entered on the Association's register as a specified scope of practice licensee.

#### **QUALIFICATIONS**

To qualify for a specified scope of practice licence, an applicant must:

- be a person at least 18 years of age; and,
- have completed an admission application and supporting documentation, including a Specified Scope Discipline of Practice Form; and,
- have obtained a specified scope of practice license (limited licence) with another Canadian regulating body and in good standing; or,
- have obtained one of the following:
  - a post-secondary degree or a minimum two-year diploma in engineering or geoscience technology and obtained acceptable work experience approved by the Association, under the direct supervision of a professionally registered



engineer or geoscientist or engineering or geoscience licensee or equivalent;  
or,

- have a post-secondary degree or minimum two-year diploma in a related science, with a minimum of five years of engineering or geoscience-related experience, under the direct supervision of a professionally registered engineer or geoscientist or engineering or geoscience licensee equivalent;  
and,
- have the ability to communicate effectively in English; and,
- have made payment of the dues and fees prescribed by the by-laws; and,
- have demonstrated good character, and ethical and professional conduct; and,
- have completed the Act, By-laws, and Code of Ethics (ABC) test with 90% or greater.

### **SCOPE OF LICENCE**

The applicant must submit their proposed scope of practice. The scope of licence will be determined by the Registration Committee using the competency-based assessment (CBA) model procedure, which is available in the Competency-Based Assessment Guide.

If the applicant holds a limited license with another Canadian regulatory body, the scope of licence is the defined scope of practice of that limited license.

### **TERM OF LICENCE**

The specified scope of practice licence is subject to annual renewal.

*Note: As of September 15, 2022, Specified Scope of Practice Licensee applicants starting their experience qualification will go through Competency-Based Assessment.*

### **SCOPE CHANGE FOR LICENCEES**

Licensees may apply for change to their scope of practice subject to review and approval of the Registration Committee.

A Minor Scope Change is a change that is limited to changes to the Limitations or Exclusions of the approved scope but does not include changes to the Discipline or Field of Practice. The licensee is required to submit a completed Change of Scope form and a validated work experience report.

A Major Scope Change is a change that would add or change the Discipline or Field of

Practice in the approved scope of practice. For major scope changes, the licensee is required to complete the Competency-Based Assessment process.

## **6.3 PATH TO TEMPORARY LICENCE**

### **6.3.1 TEMPORARY LICENSEE**

In accordance with the Act, Temporary Licence means the certificate issued under the seal of the Association certifying that a non-resident person has been licensed to temporarily practice professional engineering or professional geoscience within the province.

#### **QUALIFICATIONS**

To qualify for a Temporary Licence, an applicant must:

- be a person at least 18 years of age; and,
- have completed an admission application and supporting documentation; and,
- not be registered with another Canadian regulator; and,
- be a professional engineer or professional geoscientist registered in good standing in at least one state in USA or other jurisdiction; or,
- be a professional engineer holding the International Professional (IntPE) or APEC EA engineer designations; and,
- be in good standing with a state board(s) or other jurisdiction; and,
- have made payment of the dues and fees prescribed by the by-laws; and,
- have the ability to communicate effectively in English; and,
- have demonstrated good character, and ethical and professional conduct; and,
- normally be a non-resident in Manitoba; and,
- have completed the Act, By-laws and Code of Ethics (ABC) test with 90% or greater.

#### **SCOPE OF LICENCE**

The holder of a temporary licence shall not use their seal to verify or validate any work that is not associated with the project described when making application for the licence.

#### **TERM OF LICENCE**

The temporary licence is subject to annual re-application. Note: Full registration is possible if certain criteria are fulfilled. See US Mobility for more information.

#### **APPLICABLE JURISDICTIONS**

The temporary licence is available to professional engineers and professional geoscientist licensed in the USA.

The Registration Committee may consider temporary license applications from professional engineers and professional geoscientists in other jurisdictions at their discretion. The Registration Committee will keep a list of jurisdictions from which applicants will not be considered.



# APPLICATION PROCESS



# APPLICATION PROCESS



## **GATHER DOCUMENTS**

The list of required documents can be found on the Association website in the admission application section called Required Documents.



## **SUBMIT APPLICATION**

The application is assessed on the quality of the admission application and supporting documentation. Therefore, an applicant must submit all requested information, explanations, and materials supporting the application.



## **PASS ACT, BY-LAWS, AND CODE OF ETHICS (ABC) TEST**

All applicants applying for first-time registration are required to pass the Act, By-laws, Code of Ethics (ABC) test.



## **PAY NON-REFUNDABLE APPLICATION FEE**

A non-refundable application fee is payable after passing the Act, By-laws, and Code of Ethics (ABC) test.



## **ASSESSMENT**

The application package goes for assessment. All submitted documents will be reviewed for completeness, minimum academic requirement, eligibility for either the confirmatory program requirement or competency-based assessment.



## **CONFIRMATORY PROGRAM**

First-Time Engineering or Geoscience applicants who have not completed a post-secondary program of at least four-year in duration in engineering or geoscience will be assigned the confirmatory program to confirm the level and quality of academic education.



## **ACADEMIC QUALIFICATION & ENROLLENT AS INTERN**

First-time applicants that meet academic requirements are invited to enroll as an engineering or geoscience intern (EIT/GIT) of the Association.



## **COMPETENCY-BASED ASSESSMENT (CBA)**

For first-time applicants who are not registered in Canada or the US, a competency-based assessment (CBA) is conducted to determine whether applicants have progressed to a professional level of competency in their field during their engineering or geoscience work experience.



### **VERIFICATION**

The Association will verify registration with other Canadian engineering and geoscience associations or US state licensing boards.



### **NATIONAL PROFESSIONAL PRACTICE EXAM (NPPE)**

The National Professional Practice Exam (NPPE) is based on professionalism, law, and ethics. Applicants must pass this exam to be eligible for registration, as applicable.



### **PAY FEE**

All applicable dues or fees must be paid. Fees are subject to change without notice.



### **PROFESSIONAL MEMBER OR LICENSEE DESIGNATION**

When all steps have been completed and annual dues or fees have been paid, the applicant's file is forwarded to the Registration Committee or Registrar for approval. The Registration Committee is the final approving body for intern, first time and licensee applications. The Registrar approves applicants registered from other jurisdictions.





# ADDITIONAL INFORMATION



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# ADDITIONAL INFORMATION

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## 8.1 CERTIFICATE OF AUTHORIZATION

A Certificate of Authorization is a requirement of *The Engineering and Geoscientific Professions Act* for any corporation, partnership, or other legal entity which contracts to, or otherwise engages in the provision of services which constitute the practice of professional engineering or practice of professional geoscience, directly or indirectly.

## 8.2 STANDING

Where a member, holder of a Certificate of Authorization, temporary licensee, specified scope licensee, or intern has been removed from the register pursuant to subsections 24(2) or 47(1) of the Act, they shall not be in good standing. To become reinstated or make application to become registered, they first must repair their standing.

## 8.3 REINSTATEMENT

Former Association members may be reinstated and resume practice under certain conditions. The *Return to Active Practice Guide* describes the policy, documentation, and considerations related to requests to return to active practice. This Council-approved guide outlines all of the necessary considerations when processing applications from former members.

Details and forms for how to reinstate for the following categories are available on the Association website:

- Resuming Active Practice
- Reinstatement - Intern
- Reinstatement - Professional Member

For more information go to [www.EngGeoMB.ca/Reinstatement.html](http://www.EngGeoMB.ca/Reinstatement.html).

## 8.4 APPEALS

The Registration Committee must give an applicant written notice of a decision and reasons of refusal to issue a certificate of registration, a temporary licence or a specified scope of practice licence, or refuse to enroll an applicant as an engineering or geoscience intern.

The Registrar must give an applicant written notice of a decision and reasons for refusal to issue a certificate of registration who is registered with another regulatory body of professional engineers or geoscientists, or a certificate of authorization.

An applicant may appeal decisions of the Registration Committee or Registrar by notice in writing within 30 days of receipt of the notice of refusal and specifying reasons for the appeal, to the Registrar, who will forward to the Appeal Committee.

For more information go to [www.EngGeoMB.ca/Appeals.html](http://www.EngGeoMB.ca/Appeals.html).



## CONTACT US

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