|  |
| --- |
| **Notes for completing the Application Form*** Ensure all sections are fully completed.
* Enclose A4 photocopies of all relevant documents including CPD Submission, current CV and any relevant Certificates.
* Please refer to the [Application Guidance](https://www.nuclearinst.com/write/MediaUploads/416_MG1_Guidance_for_Applicants_Completing_MF1.docx)
 |

|  |
| --- |
| **Personal and Employment Details** |
| Title |  | Surname |  | Forename |  |
| Home Address |  |
| Town/County |  | Postcode |  |
| Telephone |  | Mobile |  |
| Personal Email |  | Second Email |  |
| Demographic Information | Date of Birth (DD/MM/YYYY) | Gender | Male | Female | Other |
|  |  |  |[ ] [ ] [ ]
| Current Employer |  | Job Title |  |
| Employers address |  | Date appointed |  |
| Existing NI Membership | Membership Grade | Associate |[ ]  Affiliate |[ ]  Member |[ ]
|  | Membership ID (if known) |  |

|  |
| --- |
| **Academic Attainment and Professional Development since joining the Institute.** |
| **Professional Registrations**Please enclose copies of certificates or, alternatively, a letter of confirmation of your membership from other bodies attained since joining the Nuclear Institute. |
| **Professional Body** | **Grade/Registration** | **Registration ID** | **Year Achieved** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Qualifications** |
| **Award** | **Education Establishment** | **Date Completed** | **Length of course (years)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Significant Additional Training**  |
| Evidence of significant additional training courses or periods of study not included above. |
| **Discipline Specific** |
| **Organisation** | **Course** | **Date Completed** |
|  |  |  |
|  |  |  |
|  |  |  |
| **Nuclear Sector Specific** |
|  |  |  |
|  |  |  |
|  |  |  |
| Continuous Professional Development (CPD) Record (last 2 years) and next 12 months PDP |
| Please attach your evidence of the last two years Continuing Professional Development on a separate sheet, please note that you will be required to maintain records of your CPD to maintain your membership and registration. For more information about the NI’s policy on Continuing Professional Development, [click here](http://www.nuclearinst.com/Continuing-Professional-Development-CPD)In addition, please outline your intentions for the next 12 months regarding your professional development plan. |

|  |
| --- |
| **Employment Details (attach separately)** |
| Attach separately your full current Curriculum Vitae and Organisational Chart (including your role).Ensure that this summarises your responsibilities and achievements over the last 5 years/3 roles. |

|  |
| --- |
| **Fellow application** |
| Notes for completing this sectionPlease complete each section in full; you should not refer to any other document for this section of the application form. This section must be totally free standing as it is the only document used in your assessment.Note: Ensure that your application is signed by 1 Proposer & 1 Line Manager/Verifier.Ensure that this section is verified by people familiar with your work, who do not have to be the proposer of the applicant. If the experience described covers more than one employment, then each section should be initialled by someone familiar with it and all should sign at the end. Please read the Nuclear Institute’s [Code of Conduct](http://www.nuclearinst.com/write/MediaUploads/Policy%20Docs/Policy_%28Code_of_Conduct%29_revised.pdf)   |
| **Leadership & Autonomy** |
| Please outline the responsibilities you have held over the past 10 years and how you have shown leadership and autonomy. |
|  |
| **Significant Contribution** |
| Please describe the significant individual contribution you have made to the industry. |
|  |

|  |
| --- |
| **Proposer Requirement**  |
| * As a Proposer you should have known the applicant for at least one year.
* Ideally you should be a professional member of the Nuclear Institute or another Professional Body and should be at Fellow grade.
* In signing this form, you are declaring that you consider the applicant suitable for Fellowship.
 |
| **Proposer Details** |
| Are you of equal grade and/or registration? | Yes | [ ]  | No | [ ]  |
| Have you completed the MF23 reference form? | Yes | [ ]  | No | [ ]  |
| How long have you known the applicant? |  |
| Title |  | Surname |  | Forename |  |
| Home Address |  |
| Town |  | County |  | Postcode |  |
| Email |  |
| Employer |  | Position |  |
| Professional Qualification |  |
| Member of Professional Institute or Body |  |
| Proposer’s Signature |  |  | Date |  |

|  |
| --- |
| **Current Line Manager/Verifier statement** |
| The nuclear institute require the statements to be verified by a suitable person, preferably a Line Manager. Please provide the details below for your Line Manager. Where you work without a line manager, please provide the details of an individual who can verify the statements you make in your application.Please ensure the line manager / verifier initials against those statements they are able to confirm.Note: We reserve the right to contact your Line Manager / Verifier to confirm the details provided within your application. |
| Name |  | Signature |  |
| Company |  | Job Title |  |
| Direct Telephone |  | Work Email |  |

|  |
| --- |
| **Undertaking** |
| I, the undersigned applicant, certify that the information provided here is true, and do hereby agree that in the event of my election I shall be governed during my membership by the Articles of the Nuclear Institute, as they are now formed or as they may hereafter be altered, including the NI code of conduct. I accept as final and binding the decisions of the Board of Trustees and will promote the objects of the Institute as far as may be in my power. On resignation, of which 6 months’ notice shall be given, I promise to pay all dues, cease describing myself as a member and return my membership certificate. I understand that the information contained in this form will be processed in accordance with the data protection principles in the 1998 Data Protection Act.I also commit to continuing my professional development: I agree to maintain a record of my Continuing Professional Development and will submit this on request by the Nuclear Institute within 3 months of such a request. |
|[ ]  Tick this box to opt in of online Registers |
|[ ]  Tick this box to opt in of all publicity of successful membership and/or registration |
| Applicant’s Signature |  | Date |  |

|  |
| --- |
| **Checklist** |
| Please submit a hard and soft copy of your application and supporting documents. Before sending the information, please use the check list below to ensure that you have enclosed all the information requested and that you have completed, signed and dated the form. Please send an electronic version of your application to membership@nuclearinst.com |
|[ ]  Completed Application form for upgrade to Fellow |
|[ ]  Applicant signature and date |[ ]  Proposer and Line Manager/Verifier signatures |
|  |  |[ ]  Verifier signatures |
|  | Application Fee Paid Online (Please tick method and date) | Website | [ ]  | BACS |[ ]
|[ ]  Application Fee: Note: All applicants will be contacted for payment once your application has been received. |
| **Documents Attached (only required to cover the period since appointed to Membership)** |
|[ ]  Full Curriculum Vitae (CV) |[ ]  Organisation chart for current position |
|[ ]  Copies of relevant certificates (Signed by Proposer/Referee) |[ ]  Last 2 years CPD Submission with plan for the next 12 months |
|[ ]  If you wish to pay by [Direct Debit](https://www.nuclearinst.com/write/MediaUploads/Membership%20Docs/2013-Direct_Debit_Mandate_Form.pdf), please attach the form with your application. |