

Application for Membership

Please refer to guidance notes before completing this form



I) a) Applicant's details (Please use block capitals)

Membership no. (if applicable)

Current Membership Class (if applicable)

Title

Gender

Date of birth

Surname

Forename

Home address

Postcode

Email

Telephone (private)

Mobile

b) Current employer

Company name

Job Title

Address

Postcode

Phone (work)

Is your company part of the CBC Scheme? Yes No

A CV must be attached, which details your major duties and responsibilities. It is important that you quantify details of your own professional responsibilities for people, projects and finance.

Please briefly describe where you first heard of the CIOB.

2) Higher education and qualifications

To ensure we are able to speed your application through quickly, please ensure you enclose copies of your qualifications and an up to date CV.

Award	Teaching Institution	Title of course	Dates

I enclose photocopies of each of the above awards

Membership of other Professional Bodies:

3) Applicant's Declaration

You must agree with all the declarations listed below before proceeding with the membership. Tick the checkbox 'I agree with the above' found at the bottom right corner in every declaration box.

1. Charter

I understand that I will be considered for Associate / Incorporate class of membership and if admitted undertake to observe The Royal Charter and Bye Laws the Rules and Regulations of Professional Competence and Conduct and any other Regulations for the time being in force.

I declare that I have read The Chartered Institute of Building (CIOB) Royal Charter and Bye Laws and The Rules and Regulations of Professional Competence and Conduct. www.ciob.org.uk/about/royalcharter

I agree with the above

2. Accurate Information

I declare that the documents that I have provided and the statements I have made on this form are true. I also agree to pay the appropriate annual subscription as requested by the Institute.

I agree with the above

3. Criminal Convictions Statement

Please confirm that you have disclosed to the CIOB full details of the following where applicable.

Any charge or conviction of a criminal offence where the penalty could be imprisonment unless it is now a spent conviction as provided in the Rehabilitation of Offenders Act 1974 or the equivalent in your jurisdiction.

Whether you are an undischarged bankrupt or within the last three years have been subject to any insolvency proceedings or other arrangements with creditors in respect of your debts (such as an Insolvency Voluntary Arrangement)

If at any time the CIOB discovers that you have failed to disclose any of the above or that you have provided false information it will have the right to terminate your membership with immediate effect (with no further obligation to refund any subscriptions or fees)

Confirmation of any disclosures:

If you wish to send this information confidentially then please write to Institute Secretary CIOB Englemere Kings Ride Ascot Berkshire SL5 7TB

I understand and accept that I am accountable for the truth of this declaration

Data Protection

The CIOB processes member information in accordance with the Data Protection Act 1998. By ticking any of the boxes below, you are agreeing to receive that information.

I am registered with the Telephone Preference Service (TPS)

Preferred mail contact: E-mail Post Preferred phone contact: Home Work Mobile

I do not want to receive any mailings from CIOB

I would like to receive information in relation to the CIOB (e.g. events, CPD, e-newsletters, surveys)

I would like to receive information in relation to events and CPD held by my local CIOB branch/centre

I would like to receive information from the CIOB's wholly owned subsidiary, Englemere Ltd (e.g. member benefits, Annual Dinner, CMYA, Construction Books Direct)

Occasionally the CIOB may pass on your details to third parties, where it is deemed a benefit and in line with the Institute's objectives.

I agree that on occasions the CIOB may pass on my details to third parties, where it is deemed a benefit and in line with the

Institute's objectives

I would like to receive communication via text message (where applicable)

Signature of applicant:

Date:

Guidance notes for completing Application for Membership

If you wish to use this form to find out the class of membership for which you are eligible, please complete pages 1 and 2 and return form for assessment.

This form is also used for applying to upgrade your Membership to the Associate/Incorporate class.

Photocopies of qualifying awards must be submitted with this application form, whether it is an initial enquiry or an upgrade in class.

Membership criteria

Associate (ACIOB)

An applicant must have passed or be exempt from Level 1 (minimum HNC) of the Education Framework examinations and have a minimum of two years' experience at higher technical level.

Incorporate (ICIOB)

This is for those who have either a minimum of HND in a construction related area, or who are fully exempt from all the Institute's examinations and preparing for the Professional Review.

Members of the CIOB are professionals involved in the management of the total construction process, including senior company executives, site and project managers, consultants, researchers and academics.

The functions of practical experience which are recognised are as follows:

Architectural Technology	Facilities Management	Quality Control
Building Control	Health and Safety	Quantity Surveying
Building Asset Management	Inspection	Research
Building Conservation	Maintenance Management	Site Engineering
Construction Management	Planning	Site Management
Cost and Production Control	Planning Supervision	Teaching
Design	Project Management	Training
Estimating	Purchasing	

Any other function acceptable to the Institute which requires the exercise of professional judgement relating to some aspects of the Built Environment is also acceptable.

Full details of the Membership regulations can be accessed on our website www.ciob.org.

Your payment options

For details of fees please refer to current fees list.

Payment methods

Cheque (until 2014) or Bankdraft made payable to the CIOB
Credit/Debit card

A member of the CIOB membership team will contact you to discuss payment options.

Receipts will be available from the Members' Area of the CIOB website, once your membership has been processed.

Receipts can be obtained through the CIOB website at www.ciob.org.uk via the 'Members Only Area'.

Please return form to the address below:

The Chartered Institute of Building (CIOB)
Englemere, Kings Ride, Ascot, Berkshire, SL5 7TB United Kingdom
t: +44 (0)1344 630 700 **f:** +44 (0)1344 630 777
e: memenquiry@ciob.org.uk **w:** www.ciob.org

Registered charity in England and Wales (280795)
and in Scotland (SCo41725)

The Chartered Institute of Building

The Chartered Institute of Building (CIOB) represents for the public benefit the most diverse set of professionals in the construction industry.

Our Mission:

To contribute to the creation of a modern, progressive, and responsible construction industry; able to meet the economic, environmental and social challenges faced in the 21st century.

Our 7 Guiding Principles:

- Creating extraordinary people through professional learning and continuous personal development.
- Promoting the built environment as central to the quality of life for everyone everywhere.
- Achieving a sustainable future, worldwide.
- Advocating exemplary ethical practice and behaviour, integrity and transparency.
- Pursuing excellence in management practice, and technological innovation rooted in evidence based science.
- Being socially responsible and working responsibly.
- Enabling our members to find an emotional resonance with the Institute; their success is our success.

We have over 40,000 members around the world and are considered to be the international voice of the building professional, representing an unequalled body of knowledge concerning the management of the total building process.

Chartered Member status is recognised internationally as the mark of a true, skilled professional in the construction industry and CIOB members have a common commitment to achieving and maintaining the highest possible standards within the built environment.

The Chartered Building Company and Consultancy Schemes (CBCs) are a vital part of the CIOB, providing the Institute's members with a further business perspective.

To find out more about the benefits of either individual CIOB membership or CBC schemes go to our website www.ciob.org.uk or call us on +44 (0)1344 630 700 today.



Englemere, Kings Ride, Ascot
Berkshire SL5 7TB, United Kingdom

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