

Engineers Canada Mobility Register

Engineering experience and reference validation form

Personal details

First name: _____

Last name: _____

Date of birth (dd/mm/yyyy): ___/___/___

Area of practice for the register

Engineering discipline being applied for: _____

Evidence of engineering experience

To be eligible for entry into the Register, you must meet two main work experience requirements:

1. **Discipline-related experience:**

You must have obtained a minimum of seven years of practical engineering experience in your discipline of engineering practice. Experience as an engineer-in-training may count toward this requirement.

2. **Responsible charge experience:**

You must have obtained a minimum of two years in responsible charge of significant engineering work.

“Responsible charge” refers to being accountable, as an engineer, for the oversight of a project or key project element.

Demonstrating responsible charge for significant engineering work means that others have relied on your opinions, judgments, or designs and you were held to high standards of knowledge, skill and ethical conduct. This would typically require you to have:

- i. stamped or sealed professional engineering documents have been prepared and delivered in your professional capacity, or directly supervised by you in which you take full responsibility for their contents,
- ii. been a registered engineer on certificate required by a Canadian regulator to permits the entity to engage in the business of providing services that are within the practice of professional engineering (I.e. Certificate of Authorization, Certificate of Practice, etc.),



- iii. been designated as a consulting engineer or a specialist by a Canadian regulator, or
- iv. provided expert testimony as an engineer before a court or tribunal.

Your two years of being in responsible charge of significant engineering work may fall within the seven years of professional experience from (1) but may only be counted post-licensure.

The above experience must be completed under an engineering regulator who can verify your registration as a professional engineer.

Summarize the positions you have held to fulfill the two experience requirements on the following pages, **beginning with your most recent position.**

Each example of practical engineering experience (1) must be verified and signed by at least one validator who can personally confirm the detailed involvement in your selected discipline of practice.

Each example of significant engineering work (2) must be verified and signed by at least one validator who can personally confirm the accuracy of the statements made in the table.

Complete the table of Summary of Professional Work Experience. For each position listed, include a separate Experience Validation Sheet with the completed information and signature from your validators. For each sheet, assign a reference number (Ref #) such that auditors can easily review your documentation.

Validator eligibility

Each validator must be a licensed professional engineer that is familiar with the work you describe and can personally confirm and validate the accuracy of your statements. A minimum of two validators are required to validate this accounting of your experience.



Summary of professional work experience

For the **area of practice in which you are seeking registration**, summarize the positions you have held in the following table, starting with the most current position held. Attach your signed Experience Validation Sheets.

Ref #	Start date (mm/yyyy)	End date (mm/yyyy)	Name of organization	Position or title



Experience validation sheet

Applicant name: _____

Engineering discipline being applied for: _____

Ref #	Start date (mm/yyyy)	End date (mm/yyyy)	Name of organization	Position or title
Briefly describe your practical engineering experience gained during this timeframe.				
For how much of this timeframe were you in responsible charge for significant engineering work (e.g. the full duration of the role, 3 months, etc.)?				

Validator information

Validator Name (as per their membership with their regulating body): _____

Engineering regulator: _____ Telephone number: _____

Registration number: _____ Email address: _____

I hereby verify that the work detailed in the above table is a true statement of the applicant's career history during the specified period.

Signature: _____

Date(dd/mm/yyyy): ____/____/____