

ENGINEERING INTERNATIONAL-EDUCATION ASSESSMENT PROGRAM

Canada's national engineering body — Engineers Canada — offers an educational assessment program called the **Engineering International-Education Assessment Program** (the Evaluation). The Evaluation is the only assessment service in Canada specializing exclusively in engineering education credentials. Using well-established evaluation methodologies, the Evaluation assesses documents from every country in the world. The purpose of the Evaluation is to provide valuable information on how international education compares to a Canadian engineering education.

Engineers Canada's mission in offering the Evaluation is to assist internationally trained individuals who are considering immigration, engineering employment or education opportunities in Canada.

The Evaluation report is objective, consistent and reliable. It is provided in a format that is easy to understand and provides useful information for employers, universities and other officials. Applicants also receive practical information about working as an engineer in Canada. **For more information** on the Evaluation, visit the Engineers Canada web site at www.engineerscanada.ca or contact Engineers Canada at evaluation@engineerscanada.ca.

Uses and Benefits of the Evaluation Program

The assessment report provides individuals who have completed their engineering education outside of Canada with useful information that can assist in career planning, job search and educational goals. The Evaluation provides:

- Assessment of the engineering education credentials of people trained outside of Canada,
- Verification of educational documents,
- A statement comparing the applicant's education to Canadian engineering education,
- Information about the engineering profession in Canada, how to get an engineering licence, and tips on getting work in Canada, and
- Toll free access to the Evaluation "Help Desk" where you can request more information and referrals upon arrival in Canada.

Waiver

I certify that the information provided in this application is true and correct. I acknowledge that the assessment is valid only if the documents supplied are authentic. I understand application to a provincial/territorial engineering licensing body for professional engineer licensure may require that I have original documentation sent directly from my academic institution to the licensing body.

I understand that this is an educational assessment for information purposes; Engineers Canada has not evaluated my work experience. I understand that this assessment is not a regulatory requirement for me to obtain my license to practise engineering in Canada. I acknowledge that the outcome of the assessment does not assure my eligibility or eventual licensure as a professional engineer in any province or territory in Canada. I further acknowledge that to be licensed as a professional engineer in Canada I must formally apply to the appropriate engineering licensing body, pay the required fees, and meet all of its admission requirements, including:

- successful completion of technical examinations,
- demonstration of four years of acceptable engineering experience, including one year in a Canadian Environment,
- completion of the Professional Practice (Law and Ethics) examination, and
- provision of satisfactory references from professional engineers, including Canadian Professional Engineers.

I consent to the disclosure of the personal information that I provided related to **the Engineering International-Education Assessment Program** process, including the results of this assessment, to the provincial/territorial engineering licensing bodies.

Terms and Conditions

1. Engineers Canada reserves the right to request that applicants submit original documents. Once the assessment is completed, Engineers Canada will return the original documents to the applicant.
2. Applicants who request that original certified documents be returned must provide photocopies of the documents to Engineers Canada with their application.

...2
(more information on reverse side of page)

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3. To provide a complete and accurate assessment of an applicant's qualifications, Engineers Canada reserves the right to request additional information from the institution(s) attended by an applicant.
4. Supporting documentation submitted by issuing institutions will not be returned.
5. Engineers Canada will notify applicants if their application is incomplete or requires additional information or documentation. Engineers Canada will keep the original applications for a period of one year. If the required material is not supplied within one year, an assessment will be done based on the information provided. Any additional information received from the applicant after the assessment is issued will be considered for re-evaluation.
6. Should it be determined that the application and/or supporting documents are forged or altered in any way, Engineers Canada will notify the appropriate authorities and educational institutions and retain the processing fee. Such documents become the property of Engineers Canada.
7. No refunds will be issued once Engineers Canada has started the assessment process.
8. Engineers Canada assessment reports are advisory only. They are not binding upon any Canadian licensing or regulatory body or education institution.
9. Engineers Canada is not responsible for documents damaged or lost in transit.
10. The applicant is responsible for notifying Engineers Canada concerning any change of address information.

For more information on the **Engineering International-Education Assessment Program**, contact Engineers Canada at evaluation@engineerscanada.ca.

Instructions for filling out the Evaluation Form

Fill out all sections in full. Assessment processing time of applications with complete documents is normally within 6 weeks.

B — Personal Information: Include your complete mailing address. State your date of birth in the format Day/Month/Year.

Representative's name: If you have a representative, please indicate full name and address.

C — Engineering education: Include all post-secondary education, noting each institution's city, and country. If the institution has changed names since you graduated, include both the old and new names. Attach an **original certified copy** of your degree certificate(s) and transcripts (course marks) in the native language, with certified translations in English or French, if applicable.

D — Applicant's declaration and waiver: Read the consent statement. Sign and date the form. **If a representative is signing for you, please provide a Letter of Authorization with your signature. The Letter of Authorization must state that you have read and understand Section D of the form.**

E — Payment of fee: Check the appropriate boxes. The fee must be sent with your application form and documents before work on your assessment can begin.

F — Statistical Information: Completion of this section is voluntary. Engineers Canada will use this information for statistical purposes only. It will not in any way affect the outcome of your assessment.

Before you mail the package, check that all attachments are included:

- **Original certified copy** of degree certificate(s) and course transcripts in the native language, with certified English or French translations.
- Fee of \$175 Cdn. payable to the Canadian Council of Professional Engineers by international money order (except International Postal Money Order by the U.S. Postal Service), bank draft or encoded certified cheque drawn on a Canadian bank. Engineers Canada will not release its bank account number for transfers. Do not send cash in the mail. Engineers Canada is not responsible for loss when the fee is paid in cash.
- Self-addressed labels.

Mail the package to:

Engineers Canada
Engineering International-Education Assessment Program
180 Elgin Street, Suite 1100
Ottawa, ON K2P 2K3
Canada

Telephone: (613) 232-2474
Fax: (613) 230-5759
E-mail: evaluation@engineerscanada.ca

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A: Please read attached instruction sheet carefully. Version française disponible sur demande.

B: Personal information.

Surname (Family Name)		First and middle names		Date of Birth (day/month/year)	
Address - Number, Street					
Telephone Number			E-mail		
City or Town		Province or State		Postal or Zip Code	Country

Representative's name (if applicable)					
Address - Number, Street					
Telephone Number			E-mail		
City or Town		Province or State		Postal or Zip Code	Country

C: Engineering education. Do not abbreviate - provide all details requested. For qualifications obtained where the language of the country is not English or French, provide details in the native language and English or French. Enter details in the original language on shaded lines only.

Name of institution	City, Country	Discipline of study	Full name of degree or diploma	Years attended	Date of diploma
				From:	
				To:	
				From:	
				To:	

D: Applicant's declaration and waiver.

I certify that the information provided in this application is true and correct. I acknowledge that the assessment is valid only if the documents supplied are authentic. I understand application to a provincial/territorial engineering licensing body for professional engineer licensure may require that I have original documentation sent directly from my academic institution to the licensing body.

I understand that this is an educational assessment for information purposes; Engineers Canada has not evaluated my work experience. I understand that this assessment is not a regulatory requirement for me to obtain my license to practise engineering in Canada. I acknowledge that the outcome of the assessment does not assure my eligibility or eventual licensure as a professional engineer in any province or territory in Canada. I further acknowledge that to be licensed as a professional engineer in Canada I must formally apply to the appropriate engineering licensing body, pay the required fees, and meet all of its admission requirements, including:

- successful completion of technical examinations,
- demonstration of four years of acceptable engineering experience, including one year in a Canadian Environment,
- completion of the Professional Practice (Law and Ethics) examination, and
- provision of satisfactory references from professional engineers, including Canadian Professional Engineers.

I consent to the disclosure of the personal information that I provided related to the **Engineering International-Education Assessment Program** process, including the results of this assessment, to the provincial/territorial engineering licensing bodies.

Signature: _____ Date (day/month/year): _____

E: Payment of fee.

I enclose a:	in the amount of:
<input type="checkbox"/> certified cheque	<input type="checkbox"/> \$175.00 Cdn.
<input type="checkbox"/> bank draft	<input type="checkbox"/> Equivalent in \$US
<input type="checkbox"/> money order	
<input type="checkbox"/> other _____	

F: Statistical information. Completion of this section is voluntary. Engineers Canada will use this information for statistical purposes only. It will not in any way affect the outcome of any Engineering International-Education Assessment.

1. How did you learn about our service?	<input type="checkbox"/> Friend/Relative	<input type="checkbox"/> Engineers Canada Web Page	<input type="checkbox"/> Canada Immigration
	<input type="checkbox"/> Other (please specify) _____		
2. Why are you seeking educational assessment?	<input type="checkbox"/> Immigration	<input type="checkbox"/> Education	<input type="checkbox"/> Employment
3. Where do you intend to apply for an immigration visa?	_____		
4. Province of intended destination	_____		
5. I am	<input type="checkbox"/> Male	<input type="checkbox"/> Female	

Submit 1 copy to Engineers Canada
 Keep 1 copy for your records