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| **Application form for** **Fellow (FCIAT) Membership** |  |

**Fellow Membership is open to current Chartered Architectural Technologists who have made a significant contribution to and/or have achieved excellence in Architectural Technology.**

**Application**

Applicants are required to:

* complete all sections of this form;
* include relevant and focused information and supporting documentation if appropriate; and
* pay the £300 application fee.

**Assessment**

A Fellow Panel will review and assess each application and the Panel has three options:

1. **Pass**: the candidate is invited to be a Fellow Member.
2. **Defer**: the application does not satisfy the criteria or provide sufficient information for the Panel to make an informed decision. Should the first submission be deferred, the candidate will have the opportunity to make two further submissions at no additional charge.
3. **Refer:** the application does not satisfy the criteria following three submissions. Guidance on remedial actions and a timeframe outlining eligibility to re-apply will be provided. All subsequent submissions will require a new application and £300 fee.

The decision of the Fellow Panel will be communicated accordingly and is final with no right of appeal.

**Section A: Personal details**

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| Full name |  |
| Membership number |  |
| Email address |  |
| Telephone number/s |  |

**Section B: Supporting statement 1500 words (+10%)**

The supporting statement must include:

* **Context**: Information about you and a brief overview of your activity within Architectural Technology.
* **Significant Contribution and/or Excellence**: Information on why you are applying for Fellow Membership. This should include: what you believe you have contributed to and/or how you have achieved excellence in Architectural Technology, when you achieved it, how it was achieved and in which sphere of Architectural Technology it was achieved. (For example: professional practice, policy, academia, research, specialist areas, government, industry, the Institute\*).
* **Impact:** Information on the change, effect or influence you believe your significant contribution and/or excellence has had, and the scope of this impact: local, national, international or global.
* **Value**: Of Fellow Membership to you and how you would use it to contribute further to Architectural Technology.

The application for FCIAT should be a concise insightful written account of your significant contribution to and/or achievement of excellence in Architectural Technology.

It is not a technical application against defined standards, and as such supporting documentation/evidence is not required in all cases, however you may submit supporting documentation/evidence if you deem it necessary to your application, or if stipulated by the Fellow Panel after the assessment, should they require further information. **The purpose and added value of supporting documentation should be carefully considered to ensure it is relevant to the application.**

You are encouraged to include links to websites or make reference to other documents within the written statement. **All additional documentation, references or links must be relevant, focused and succinct.**

\*Active involvement with the Institute may be cited within your application, however membership of a Committee, Group, Taskforce etc is not sufficient. Evidence of your **personal** significant contribution and/or excellence must be demonstrated.

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| **Number of words:** |

**Section C: Declaration of applicant**

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| I submit this form as an accurate record in support of my application for the specific purpose of assessing my eligibility as a Fellow Member of the Chartered Institute of Architectural Technologists. I am aware that falsifying information in this application may result in investigation under the [Code of Conduct](https://architecturaltechnology.com/about/code-of-conduct.html) and possible referral to the Conduct Committee. I agree to accept the decision of the Institute regarding my eligibility for election as a Fellow Member and I am aware that the assessment fee is non-refundable. If elected as a Fellow Member, I will continue to abide by the rules and regulations specified in the [Code of Conduct](https://architecturaltechnology.com/about/code-of-conduct.html) and any other directive issued by CIAT.I will keep CIAT informed of any change in my circumstances in writing which may affect my Membership. Signature of applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_**Disclosure - Data Protection Act 2018** All personal data will be held in accordance with the Data Protection Act 2018. If you have any queries or requests, please contact membership@ciat.global or refer to the Institute’s Privacy Statement at <https://architecturaltechnology.com/privacy-policy.html> **N.B.** You cannot elect to be excluded from CIAT related mailings (via mail or email). |

The decision of the Fellow Panel will be confirmed in writing (via email) within 28-days. Upon receipt of the additional subscription fee you will be transferred to Fellow Member and you may use the FCIAT designation, which you should use in conjunction with the protected descriptor `Chartered Architectural Technologist’; you are encouraged to use these whenever possible and appropriate.

**Checklist for applicants:**

* all sections of the application form are complete
* application contains relevant supporting information/documentation to corroborate your suitability as detailed in Section B
* pay the £300 fee