



ENGINEERS
AUSTRALIA

ACT Engineer registration and assessment

**How to apply for assessment of
qualifications, experience and competencies
for ACT registration**

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About ACT registration and assessment

1. If you carry out professional engineering services in one or more of the prescribed areas of engineering in the ACT under the *Professional Engineers Act 2023* (PE Act), you will need to be registered.

If you provide engineering services in the building and construction industry you will also need to obtain a building industry assessment (BIA).

As a first step, you will need to have your qualifications, experience and competencies assessed by an assessment entity which has been approved by the ACT Government. Engineers Australia has been approved by the ACT Government as an assessment entity, and this document will guide you through the different assessment pathways and show you how to complete your assessment with Engineers Australia.

Areas of Engineering

2. The PE Act requires professional engineers (individuals) to be registered in the following areas of engineering:

- Civil engineering
- Structural engineering
- Mechanical engineering
- Electrical engineering
- Fire safety engineering

Engineers Australia has been approved to undertake assessment of engineers seeking registration in all five areas of engineering.

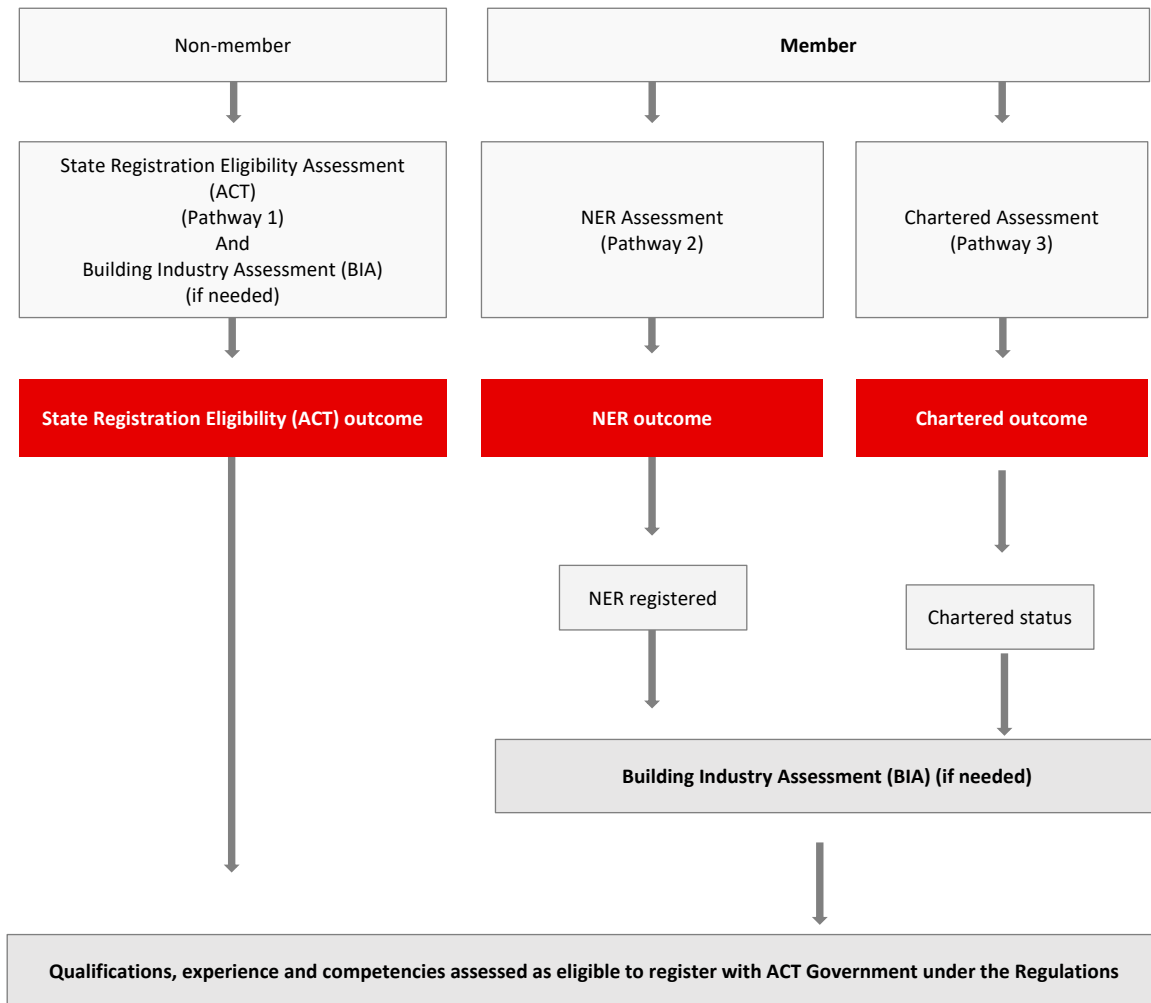
Mutual Recognition

3. If you are currently registered under a mandatory statutory registration scheme as a professional engineer in another Australian jurisdiction, you should contact [Access Canberra](#) directly for advice on how to register using mutual recognition and automatic mutual recognition.

Assessment pathway

4. If you are not using mutual recognition, there are three assessment pathways available under Engineers Australia's assessment scheme:
 - State Registration Eligibility (ACT) assessment pathway (non-members of Engineers Australia only)
 - National Engineering Register (NER) assessment pathway
 - Chartered assessment pathway.

Figure 1- Eligibility assessment pathways



5. Engineers Australia can assess you for registration under the PE Act whether you are a member of Engineers Australia or not. The State Registration Eligibility (ACT) assessment pathway is available only to non-members, whilst the NER and Chartered assessment pathways are only available to Engineers Australia members.
6. Under each of the three assessment pathways there are two components of the assessment:
 - The first component is an Entry to Practice (Stage 1) assessment in which the acceptability of your qualifications is determined.
 - The second component is an Independent Practice (Stage 2) assessment in which the acceptability of your experience and competency is determined.

Non-members

State registration eligibility assessment (ACT)

7. If you are NOT a member of Engineers Australia and are NOT registered in another state, you can be assessed by Engineers Australia for ACT registration. Under the State Registration Eligibility (ACT) pathway you will need to apply for:
 - Entry to Practice (Stage 1) assessment, if you do not hold a Washington Accord qualification,
 - Independent Practice (Stage 2) assessment, and
 - Building Industry Assessment (only required if you are performing engineering services in the building and construction industry).
8. The qualifications for the ACT registration in each of the areas of engineering are shown in Table 1.

Table 1 - Qualifications

Area of Engineering	Qualification	Professional Engineering Experience *	Building & Construction Industry Experience (if required)
Civil	A Washington Accord accredited under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Civil Engineering. OR An Australian or overseas non-Washington Accord academic qualification in Civil Engineering that has been assessed as substantially equivalent to an accredited Washington Accord undergraduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Civil Engineering.	5yrs	3yrs
Structural	A Washington Accord accredited under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Structural Engineering. OR An Australian or overseas non-Washington Accord academic qualification in Structural Engineering that has been assessed as substantially equivalent to an accredited Washington Accord undergraduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Structural Engineering.	5yrs	3yrs
Mechanical	A Washington Accord accredited under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Mechanical Engineering. OR An Australian or overseas non-Washington Accord academic qualification in Mechanical Engineering that has been assessed as substantially equivalent to an accredited Washington Accord undergraduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Mechanical Engineering.	5yrs	3yrs
Electrical	A Washington Accord accredited under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Electrical Engineering. OR An Australian or overseas non-Washington Accord academic qualification in Electrical Engineering that has been assessed as substantially equivalent to an accredited Washington Accord undergraduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in Electrical Engineering.	5yrs	3yrs

Fire Safety	<p>A Washington Accord accredited under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree in a discipline of engineering. AND</p> <p>An under-graduate or post-graduate level qualification specialising in Fire Safety Engineering offered by an Australian or overseas university. OR</p> <p>An Australian or overseas non-Washington Accord academic qualification in a discipline of engineering that has been assessed as substantially equivalent to an accredited Washington Accord under-graduate Bachelor of Engineering degree or post-graduate Master of Engineering degree. AND</p> <p>An under-graduate or post-graduate level qualification specialising in Fire Safety Engineering offered by an Australian or overseas university.</p>	5yrs	3yrs
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*Five years of full-time experience working in the relevant area(s) of engineering with at least four years being post-graduate gained within the last ten years. **OR** the equivalent of ten years full-time work in the relevant area(s) of engineering in the previous fifteen years.

Assessment application process

9. To begin the State Registration Eligibility (ACT) assessment, you will need to create an account in the Engineers Australia [member portal](#).
10. Complete your application via the **State Registration Eligibility** tile (apply for an eligibility outcome for a statutory registration scheme(s)).
11. If you do not have a qualification accredited under the Washington Accord, you will need to apply for an Entry to Practice (Stage 1) assessment first.
12. If you do have a qualification accredited under the Washington Accord, you will proceed directly to the Independent Practice (Stage 2) assessment.
13. If you provide engineering services in the building and construction industry you will also require a building industry assessment.
14. For each of the prescribed area(s) of engineering an applicant is applying for registration in, the applicant shall have:
 - Five years of full-time experience working in the relevant area(s) of engineering with at least four years being post-graduate gained within the last ten years. **OR** the equivalent of ten years full-time work in the relevant area(s) of engineering in the previous 15 years.

AND

 - If providing services in the building and construction industry, shall have three years of full-time relevant building engineering experience.
15. If you meet the assessment standard of the State Registration Eligibility (ACT) pathway, you will be able to access your ACT Assessment Report from Engineers Australia. Your Assessment Report will note in which of the five areas of engineering you are eligible to register, and if applicable your building industry assessment. It is your responsibility to apply to Access Canberra for registration as a professional engineer. The eligibility requirements and process to register with Access Canberra are available on their [website](#).

Entry to Practice (Stage 1) assessment

16. Entry to Practice (Stage 1) competency is typically demonstrated through the successful completion of an engineering education program at an Australian higher education institution, accredited by Engineers Australia under the Washington Accord. Many overseas accredited engineering qualifications are also recognised under the Washington Accord. [Check your qualifications here](#).
17. If your Assessor confirms that you hold a qualification accredited under Washington Accord, your Entry to Practice (Stage 1) [competency](#) will be confirmed and your application will move to the second component,

the Independent Practice (Stage 2) assessment.

18. If you already have an Entry to Practice (Stage 1) assessment or a Migration Skills Assessment (MSA) Outcome Letter from Engineers Australia that confirms your academic qualifications meet the current academic requirements, you do not need to complete another qualification assessment. You should upload a copy of the qualification assessment letter you have received from Engineers Australia with your application.

Independent Practice (Stage 2) assessment

19. To apply for an Independent Practice (Stage 2) assessment, you will need to upload the following documentation in colour:

- Photo identification.
- Change of name documents (if applicable).
- Evidence of your qualifications, including transcripts and testamurs.
- A [detailed CV](#).
- The names and contact details of two [referees](#) who can verify your work experience.
- Evidence of your English language competence, if you do not meet the exempt criteria.
- Three career episodes that provide evidence you can demonstrate the elements of competence for a professional engineer.
- Details of formal and informal continuing professional development (CPD), that is relevant to the application.
- Summary statement of your demonstrated competencies in the following five elements from the 'Australian Engineering Competency Standards Independent Practice - Professional Engineer' in the relevant area(s) of engineering:
 - Element 1 – Deal with ethical issues
 - Element 2 – Practice competently
 - Element 4 – Develop safe and sustainable solutions
 - Element 6 – Identify, assess and manage risks
 - Element 13 – Local engineering knowledge, according to their area of practice including a knowledge of standards and practices.
- Evidence of any professional memberships you hold.

20. The Assessor will review the documentation that you have provided and advise if additional documentation/evidence is required. The Assessor will then contact your referees to confirm the validity of your claims and arrange an interview with you to validate your identification, your experience and competency claims.
21. If you meet the assessment standard of the Independent Practice (Stage 2), you will be eligible for an ACT Assessment Report which will note the area(s) of engineering you are eligible for ACT registration.
22. If a building industry assessment is also conducted during your state registration eligibility assessment, your ACT Assessment Report will also include the area(s) of engineering in which you are eligible to apply for registration, and that you have demonstrated the additional requirements set under section 83 of the PE Act to provide professional engineering services in the building and construction industry. It is your responsibility to apply to ACT Planning for registration as a professional engineer. The eligibility requirements and process to register with Access Canberra is available on their [website](#).

Building Industry Assessment

23. To complete a building industry assessment (BIA) during your state registration eligibility interview, at the time of your application, you will need to select that you require a BIA, as you provide professional engineering services in the building and construction industry in the ACT.

The following documentation will need to be supplied:

- a. A [detailed CV](#).
- b. Evidence of any professional development activities related specifically to the building and construction industry.
- c. A detailed statement showing three years of successful, appropriate experience in the building and construction industry summarising your demonstrated knowledge and practical application of the operation and use of the National Construction Code (NCC) as it applies to the area(s) of engineering to which you are to be assessed.

NER or Chartered

24. If you are a registrant on the NER or Chartered and NOT registered in another state, then you do not need further assessment of your qualifications, experience, or competencies. You are considered to have successfully completed all the components of the ACT registration assessment and qualify to access your ACT Assessment Report, unless you are performing engineering services in the building and construction industry in the ACT, in which case you are required to complete a BIA.
25. To access your ACT Assessment Report, login to the Engineers Australia [member portal](#) and generate your Assessment Report via the **Registration tab**. There is no fee payable to download the ACT Assessment Report. Please note your ACT Assessment Report will not include a BIA if you have not been assessed for one.
26. Your ACT Assessment Report, will state which area(s) of engineering you are eligible to register as a professional engineer, based on your NER or Chartered area(s) of practice. It is your responsibility to apply to Access Canberra for registration as a professional engineer. The eligibility requirements and process to register with Access Canberra are available on their [website](#).
27. If you are seeking an ACT Assessment Report, in an area of engineering which does not directly match your NER area(s) of practice, you will need to login to the [member portal](#) and select **National Engineering Register (NER)** to apply for an additional area(s) of practice. If you need a BIA in that additional area(s) of practice, select the **State Registration Eligibility** tile to apply.
28. If you are seeking an ACT Assessment Report in an area of engineering which does not match your Chartered and NER area(s) of practice you will need to visit the [Areas of Practice](#) webpage to add an area of practice which can include a BIA.

Building Industry Assessment

29. For a building industry assessment (BIA), you will apply via the **State Registration Eligibility** tile on the [member portal](#).
The following documentation will need to be uploaded:
 - a. A [detailed CV](#).
 - b. Evidence of any professional development activities related specifically to the building and construction industry.
 - c. A detailed statement showing **three** years of successful, appropriate experience in the building and construction industry summarising your demonstrated knowledge and practical application of the operation and use of the National Construction Code (NCC) as it applies to the area(s) of engineering to which you are to be assessed.
30. An Assessor will review the information you have submitted and make contact to set up a short interview with you to discuss your application.
31. The [fee](#) for the BIA is available on our website.
32. If you meet the assessment standard for a BIA, you will be eligible for an ACT Assessment Report. To access your ACT Assessment Report, login to the Engineers Australia [member portal](#) and generate your Assessment Report via the **Registration tab**. Your ACT Assessment Report will note in which area(s) of engineering you are eligible to register and that you have demonstrated the additional requirements set out under section 83 of the *Professional Engineers Act 2023* to provide professional engineering services in the building and construction industry. It is your responsibility to apply to Access Canberra for registration as a professional engineer in the building and construction industry. The eligibility requirements and process to register with Access Canberra is available on their [website](#).

Members

Not yet NER or Chartered

33. If you are a member of Engineers Australia and NOT currently on the NER or NOT Chartered and NOT registered in another state, you will need to complete an Independent Practice (stage 2) assessment to gain NER or Chartered status as a professional engineer. If you also provide professional engineering services in the building and construction industry in the ACT, you are required to complete a building industry assessment (BIA) as well.
34. Information to join the NER is available on the [NER page](#), and information about applying for Chartered is available on the [Chartered page](#) of our website.

Building Industry Assessment

35. For a building industry assessment (BIA) via the NER pathway, you will first apply for NER via the **National Engineer Register (NER)** tile and then apply for a BIA via the **State Registration Eligibility** tile on the [member portal](#). To apply for a BIA via the Chartered pathway, you will be sent a 'BIA Information Form' to accept a BIA as part of your Chartered interview.

The following documentation will need to be supplied for both NER and Chartered pathways:

- a. A [detailed CV](#).
 - b. Evidence of any professional development activities related specifically to the building and construction industry.
 - c. A detailed statement showing **three** years of successful, appropriate experience in the building and construction industry summarising your demonstrated knowledge and practical application of the operation and use of the National Construction Code (NCC) as it applies to the area(s) of engineering to which you have been assessed.
36. An Assessor will review the information you have submitted and make contact to set up an interview with you to discuss your application. The NER or Chartered interview will include the BIA.
 37. Following your interview, you will receive an email advising of your NER or Chartered outcome. If you meet the assessment standard of NER or Chartered and BIA, you will be able to download your ACT Assessment Report by logging into the Engineers Australia [member portal](#). Your ACT Assessment Report will note in which area(s) of engineering you are eligible to register and that you have demonstrated the additional requirements set under section 83 of the *Professional Engineers Act 2023* to provide professional engineering services in the building and construction industry. It is your responsibility to apply to Access Canberra for registration as a professional engineer in the building and construction industry. The eligibility requirements and process to register with Access Canberra is available on their [website](#).

Alternative equivalent qualifications

38. For applicants who do not have a qualification accredited under the Washington Accord in the area of engineering which registration is sought, Engineers Australia has been authorised by the ACT Government to undertake a holistic assessment of an applicant's qualifications, experience, and competencies under approved conditions. This allows Engineers Australia to determine if your combination of education and experiential learning has demonstrated substantial equivalence with the competencies and outcomes of a Washington Accord qualification.

39. In assessing whether you have demonstrated the required competencies and outcomes under this holistic assessment, the assessment will take into consideration any:

- academic qualifications, courses and training that you have undertaken,
- professional memberships you have attained and the assessment outcomes to achieve those memberships, and
- engineering experience you have gained.

Engineers Australia will use two or more of the following methods to assess your competence:

- evidence from work experience,
- evidence of completion of top-up courses,
- interviews,
- professional referee checks,
- evidence of qualifications held.

You will be required to provide:

- Photo identification.
- Evidence of your qualifications, including transcripts of results and testamurs.
- A [detailed CV](#).
- The names and contact details of two [referees](#) who can verify your work experience.
- Evidence of competency in the English language at the Competent English level as defined by the Australian Department of Home Affairs (e.g. IELTS Band 6).
- Three career episodes that provide evidence or examples of work undertaken.
- Details of formal and informal continuing professional development (CPD) that is relevant to the application.
- Certified evidence of any professional registration held.

40. The Assessor will review all the provided evidence against the 16 Elements of the Engineers Australia Entry to Practice (Stage 1) Competency Standard for a Professional Engineer. These competency standards are aligned to the Washington Accord Graduate Attributes and Professional Competencies. To be eligible for registration under the Act, you will require that the outcome of this holistic assessment be that you are recognised by Engineers Australia as a Professional Engineer. You will have to provide evidence that you have demonstrated all 16 Entry to Practice (Stage 1) competencies (including a deep understanding of mathematics and science) at the level demonstrated by a graduate of the Washington Accord program of study.

IMPORTANT NOTE:

Some of the competencies can more readily be demonstrated through experience while other competencies can more readily be demonstrated through formal education. Engineers Australia's experience of having conducted these holistic assessments for many years has been that an applicant is unlikely to have developed, through workplace learning alone, the range and depth of Elements PE1.1 and

PE1.2 required of a Washington Accord course graduate. Competency in these two Elements at the required level of complexity has proven to be difficult to develop in most workplaces. Many applicants have found that there is a need to have studied mathematics and physical sciences at a tertiary level to demonstrate these two Elements.

Continuing Professional Development (CPD)

41. Under the *Professional Engineers Act 2023*, the ACT Government specifies that:
 - a. All registered full-time professional engineers shall undertake and document a minimum of 150 hours of structured CPD over the previous three-year period.
42. For members of Engineers Australia:
 - a. Professional engineers working part-time¹, the CPD period is extended from three to five years.
 - b. Professional engineers on a career break², the CPD period is extended from three to five years.
43. Upon your renewal of your registration, you will not need to have your qualifications, experience and competency reassessed but will have to prove that you have been undertaking an amount of CPD specified by the ACT Government.
44. If you are a member of Engineers Australia, the ACT Government requires Engineers Australia to conduct your CPD Audit and Practice Review. If you satisfy Engineers Australia's CPD Audit and Practice Review, you will have also satisfied the ACT Government's CPD requirements for renewal of your registration. Members will need to meet Engineers Australia's CPD requirements, these can be found on our [website](#).
45. If you are a non-member of Engineers Australia your CPD audit will be conducted by the ACT Government.

¹ Part-time employment is defined as working less than 24 hours per week over the previous three-year period.

² A career break is defined as a period of leave from the workforce of at least six months and less than five years, for example serious illness, parental leave, extended travel, caring for family members, unemployment, elite sporting commitments, or other career breaks as assessed by Engineers Australia on a case-by-case basis.

More questions?

The assessment timeframe

- 46. The timeframe for the assessment of your application will depend on whether a decision can be made based on the documentation you submit or whether additional information is required.
- 47. Engineers Australia is committed to providing an assessment outcome within 90 calendar days from the time of receiving all the relevant documentation for a State Registration Eligibility (ACT) application pathway.

Fees

- 48. The current fees for all assessment types discussed in this guideline document, can be found on the Engineers Australia [website](#)

Need more information?

- 49. For information about Engineers Australia's assessment for registration under the *Professional Engineers Act 2023*, contact the Registration Team at actregistration@engineersaustralia.org.au.



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