

May 2017

New Brunswick Society of Certified  
Engineering Technicians and Technologists



[ Ce formulaire est disponible en Français ]  
Société des techniciens et des technologues  
agréés du génie du Nouveau Brunswick

## Application for Membership, or Reclassification

Important: Carefully read Page 4 before beginning completion of this application.

Mr - ☐ Miss - ☐ Mrs - ☐ Ms - ☐

A.] Name \_\_\_\_\_  
please print (Surname) (Given names / initials)

Residence Address \_\_\_\_\_

City-Province-Postal Code \_\_\_\_\_

Home Tel: ( ) \_\_\_\_\_ Business Tel: ( ) \_\_\_\_\_ Business Fax: ( ) \_\_\_\_\_

E-mail (s): \_\_\_\_\_

Business Address (Company Name): \_\_\_\_\_  
Street / Mailing Address

City-Province-Postal Code \_\_\_\_\_

Preferred Mailing Address: Home - ☐ Business - ☐

### B.] Current Membership

- 1) Are you an NBSCETT member in any category? Yes - ☐ No - ☐  
If yes, please indicate category \_\_\_\_\_, and member number \_\_\_\_\_
- 2) Have you ever applied for certified membership in NBSCETT before? Yes - ☐ No - ☐  
If yes, give year (approximate date) of previous application: \_\_\_\_\_
- 3) Are you a member of any other Certified Technician/Technologist Society in Canada? Yes - ☐ No - ☐  
If yes, Name of Society: \_\_\_\_\_  
Type of Membership: \_\_\_\_\_ Member Number: \_\_\_\_\_  
Have you ever been a member of any Certified Technician/Technologist Society in Canada? Yes - ☐ No - ☐  
Type of Membership: \_\_\_\_\_ Member Number: \_\_\_\_\_

### C.] References:

Names and mailing addresses of four persons, who have direct knowledge of your technical experience will be contacted for verification. These individuals should be Certified Engineering Technicians / Technologists, Professional Technologists, Professional Engineers, New Brunswick Land Surveyors, or members of the Architects Association of New Brunswick. Immediate supervisors/ team colleagues are also appropriate references.

(please print)

Name	Street Address	City/Province	Postal Code	'E' address

D.] Application Fee: A \$150.00 membership application/reclassification fee applies for members in good standing, any category.

All other applicants must remit a \$275.00 membership application fee; and must accompany this application.

All monies are not refundable.

Cheque or money order to be made payable to "NBSCETT"; contact the office for American Express, Visa or MasterCard payment.

### OFFICE USE ONLY

E.] Regular Application - ☐ Reclassification - ☐ Application Fee Received - ☐ Payment Method: \_\_\_\_\_

Date Application Received: \_\_\_\_\_ Date presented to Certification Board: \_\_\_\_\_

Designation Awarded: \_\_\_\_\_ Date: \_\_\_\_\_ Certificate No: \_\_\_\_\_

Reclassification Awarded: \_\_\_\_\_ Date: \_\_\_\_\_ Certificate No: \_\_\_\_\_

Name: \_\_\_\_\_ F.] Date of Birth: year \_\_\_\_ / month \_\_\_\_ / day \_\_\_\_  
( please print )

G.] Discipline and Option of Applied Science or Engineering Technology working in: (see Page 4, Item 2): \_\_\_\_\_

H.] EDUCATION:

(A) Full Time Education

Province / City

Attendance

Diploma or Certificate

High School \_\_\_\_\_ From- \_\_\_\_\_ To- \_\_\_\_\_

College/Campus

Other Technology Courses

University

Photocopies of Diplomas / Certificates must be submitted with Application (see Page 4, Item 3.)

(B) Part-Time Education

- Night School

From d-m-y

To d-m-y

Subjects: \_\_\_\_\_

- Employer Sponsored Courses	Sponsor	Total Hours	Year
Subjects: _____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- Correspondence Courses	Sponsor	Total Hours	Year
Subjects: _____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Additional Information (see Page 4, Item 4.)

I.] TECHNICAL EXPERIENCE

(A) Technical Experience, Previous to Present Position: (see Page 4, Item 6.)

Please provide a detailed job description, for each position, on a separate page. (List all experience in chronological order.)

Dates (from - to)	Job Title	Employer	Supervisor's Name / Title
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(B) Present Employer: \_\_\_\_\_

Present Job Title: \_\_\_\_\_ Date of appointment to present position: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Detailed job description of present position (see Instructions, Item 5.) year / month / day



## Code of Ethics

The purpose of the Code of Ethics is to state general statements of the principles of ethical conduct, so that members may fulfil their duties to the public, the profession and their fellow members.

The Code of Ethics shall be construed as guidelines, and not to the exclusion of other duties equally imperative and other rights not specifically mentioned.

Members are bound by its provisions as they are bound by the Engineering Technology Act of New Brunswick (June 18, 1986), and the organization's By-Laws and Rules.

### Members shall;

'agree to uphold these ethical standards, known at the "Code of Ethics", and also encourage, by advice and example, others to adhere to these standards;

'protect and promote, to the fullest extent, the safety, health and welfare of the public, the environment, and their employers' interests;

'undertake and accept responsibility for such work as they are competent to perform by virtue of their training and experience;

'will not deliberately misrepresent or mislead with dishonest intent, by inference or otherwise, in public or private statement, of character, qualifications, or abilities, or lay claim to qualification not possessed to further their own ambitions at the expense of employer, clients, or colleagues;

'at all times, discourage exaggerated, untrue or unfounded statements concerning any professional subject or project, and provide an opinion only when it is founded upon adequate knowledge and honest conviction; and shall not disclose any privileged or confidential information;

'disclose to an employer or client the possibility of a conflict of interest, if such conflict could be detrimental to the interests of either party, and present clearly to employers and clients all consequences if professional decisions or judgements are overruled or disregarded;

'advocate the principle of appropriate and adequate compensation for the performance of their work;

'constantly strive for increased knowledge within their discipline to maintain proficiency and competence, to advance opportunities for the professional development of associates; and endeavour to cooperate with others and agree to the dissemination of new methods and technical knowledge, providing this does not violate of any part of the "Code of Ethics";

'report to the appropriate agencies any hazardous, illegal or unethical professional decisions or practices; and promote public knowledge and appreciation of engineering and applied science technology, and protect the organization from misrepresentations and misunderstandings.

INSTRUCTIONS FOR USE OF APPLICATION FORM for Membership or Reclassification

1. A complete, documented record of the applicant's education must be provided. Failure to provide complete documentation of completed courses will result in a delay in the processing of your application.

(a) Photocopies (not originals please) of Diplomas or Certificates must be submitted with the application.

(b) Technology Graduate in Training members in good standing, who have previously provided a copy of their diploma, do not need to submit a second.

(c) Applicants who have completed one or more subjects at college and did not receive a diploma must include a transcript of the marks awarded. This can be obtained by contacting the college involved.

2. Detailed Job Description:

A detailed description of your present job must be included; not just the company "job description". Give a comprehensive description of your present position. The Certification Board can only evaluate your technical experience based upon the information you provide.

3. Previous Technical Experience:

Prior technical jobs, if any, should be listed in chronological order; the application must include a detailed description of each previous position duties and responsibilities.

4. Additional Information (Page 2)

Limited space is included at the bottom of Page 2, where you may provide details of one or more of the courses listed; you must indicate whether correspondence courses had supervised examinations or not, and, if so, the name and contact info of the supervisor. Attach additional pages as necessary.

5. Discipline of Applied Science or Engineering Technology working in:

The certificate awarded does not specify disciplines of applied science or engineering technology; however, to assist in selecting suitable programs of study/examination for those who do not possess the full educational requirements, state your chosen Discipline/Option, in Education "A" on page 2.

6. Reclassification:

(a) This form should be used by Associate members/ Certified Technicians who wish to be considered for reclassification to Certified Technician/Professional Technologists.

(b) Applicants for reclassification are reminded that all Annual Dues, including the current year, must be paid in full before the application for reclassification can be considered.

(c) Reclassification will be granted only on completion of academic credits which are considered by the Certification Board as to the specific academic requirements which must be met by each individual.

7. Transfer into New Brunswick from another Constituent Society/Association in Canada:

Applicants, who are members in good standing in a constituent member of the Canadian Council of Technicians and Technologists (CCTT), or can supply proof of their good standing of certified status elsewhere, may use the CCTT Interprovincial Transfer Form to apply for a transfer to NBSCETT.

8. I understand NBSCETT collects, uses and discloses personal information to carry out its mandate under the Engineering Technology Act to protect the public, for professional regulation, research, statistical, educational, planning and database purposes and also to provide of offer services to its members directly or through TD Insurance Meloche Monnex and others ("third parties") when NBSCETT determines such services may be of interest to members ("services"). I consent to receiving electronic communications from NBSCETT and third parties respecting such services and understand I may withdraw this consent at any time. I understand I may contact NBSCETT at any time to determine the use of disclosure of information I provide to NBSCETT.

I certify that the preceding statements and related attachments are correct. In making this application, I understand that certification does not give me the right to practice professional engineering, and that the wall certificate remains the property of the Society, and must be returned when my membership ceases, for any reason. I hereby agree to abide by the Society's 'Code Of Ethics' while a member of NBSCETT/SttagN-B.

Date: \_\_\_\_\_ Signature of applicant: \_\_\_\_\_

The '*Engineering Technology Act*' of New Brunswick provides fines/imprisonment for knowingly furnishing false or misleading information in respect to an application for certification.