



## **Engineering Intern Training Financial Credit Program (FCP)**

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### **Answers**

#### **1. What is the Engineering Intern Training Financial Credit Program (FCP)?**

At its January 2007 meeting, Professional Engineers Ontario (PEO) Council approved motions to enhance inclusiveness in the profession by creating an Engineering Intern Training Financial Credit Program (FCP). Subsequently, at its March meeting, Council approved the implementation plan for this program. Under this initiative, which will launch May 1, 2007, individuals who have graduated from Canadian Engineering Accreditation Board (CEAB) accredited bachelor of engineering programs or International Engineering Graduates (IEG) with a Bachelor of Engineering or Applied Science Degree may be able to apply for PEO's professional engineer licence at no cost. Also at no cost, individuals may register in the Engineering Intern Training (EIT) program for the first year provided they meet specific criteria established by PEO.

#### **2. What is the Engineering Intern Program (EIT)?**

Visit PEO's website for more information on the EIT program

<http://www.peo.on.ca/registration/eit.html>

#### **3. What is the CEAB?**

The [Canadian Engineering Accreditation Board](#) (CEAB) was established by the Canadian Council of Professional Engineers (CCPE) in 1965 to accredit [undergraduate engineering programs](#).

#### 4. Who qualifies?

To qualify for the FCP applicants:

- ✓ Must be 18 years of age or older.
- ✓ Individuals must have graduated from either a [Canadian Engineering Accreditation Board \(CEAB\) accredited bachelor of engineering programs](#) or be an International Engineering Graduate (IEG) with a Bachelor of Engineering or Applied Science Degree.
- ✓ Must be a Canadian citizen or have a Canadian Landing Status.
- ✓ Must complete the online FCP application.

**Graduates of engineering programs accredited by the Canadian Engineering Accreditation Board** must ensure that all documents to support their FCP application are received by PEO ***within six months of the date their degree from an engineering program or an applied science program was conferred.***

*\* Graduates whose degrees were conferred between November 1, 2006 and April 30, 2007 will be allowed until October 31, 2007 to apply and submit the required documents.*

**IEG applicants** must ensure that all documents to support their FCP application are received by PEO ***within six months of the date they landed*** in Canada.

*\* IEG applicants who landed between November 1, 2006 and April 30, 2007 will have until October 31, 2007, to apply and submit the required documents.*

#### 5. What do I have to do to apply?

Applicants must complete the online [Financial Credit Program \(FCP\) application](#), print the online PDF summary, sign it, attach all documents and submit it to PEO within six months of the date their degree was conferred or they landed in Canada.

#### 6. What documents do I need to produce?

Graduates of programs accredited by the **Canadian Engineering Accreditation Board** must submit the following:

- ✓ Acceptable Canadian status documents;
- ✓ Acceptable academic documents;
- ✓ Acceptable proof of age document;
- ✓ Provide a valid email address for all PEO communications; and
- ✓ A signed Declaration of Application (the PDF Summary applicants must print, sign and send to PEO).

**International Engineering Graduates (IEG)** must submit the following:

- ✓ Acceptable academic documents;
- ✓ Acceptable proof of age document;
- ✓ Acceptable Canadian status documents;
- ✓ Provide a valid email address for all PEO communications;
- ✓ A signed Declaration of Application (the PDF Summary applicants must print, sign and send to PEO); and
- ✓ **A work experience summary** - This applies to applicants with at least five years of engineering experience following graduation.

## 7. What type of documentation is acceptable?

### a) Status in Canada Document (copy of one of the following):

- ✓ Canadian Birth Certificate;
- ✓ Canadian Citizenship Card (photocopy both sides);
- ✓ Record of Landing (Landed Immigrant Status) from Citizenship and Immigration Canada (which must show date of landing);
- ✓ Permanent Resident Card (both sides).

Please note, the above are the only documents acceptable as proof of your Canadian status. Other documents, such as Passports, are not acceptable to qualify for this program or for the P.Eng. licence.

### b) Academic Documents:

#### **Graduates of programs accredited by the Canadian Engineering Accreditation Board and IEG applicants who graduated from a United States engineering program:**

Bachelor of Engineering or Applied Science transcript showing the date the degree was conferred.

Transcripts must be received by PEO directly from the issuing institution. Photocopied transcripts and/or "student" issued transcripts are not acceptable.

#### **IEG applicants who graduated from any other international engineering program:**

Original transcripts, diplomas, degrees and/or certificates.

Copies of the original documents will be accepted if the copies are signed and certified as a true copy of the original by a Canadian professional engineer (with licence number) or a notary public of Ontario. Applicants may also bring their originals and copies to PEO's office for verification. However, please note that all academic documents issued by a Canadian and/or a U.S. engineering institution must be sent to PEO directly by the institution issuing the documents and Photocopied transcripts and/or student-issued transcripts from those institutions are not acceptable;

A copy of the thesis abstract for any postgraduate degree or degrees.

If the original transcripts, diplomas, degrees, certificates and/or abstracts were not issued by the institution in English, English translations must be prepared by a certified member of the [Association of Translators and Interpreters of Ontario](#) (ATIO), or by a Canadian professional engineer who must certify that he or she is fluent in both languages. If a translator cannot be found for your language, contact the Licensing and Registration Department. (Please note that P.Eng. licence holders should not use their P.Eng. seals on non-engineering documents.)

### **8. What happens if I fail to produce all the required documents?**

Failure to receive all required documents within the six-month application window will automatically disqualify applicants from the Financial Credit Program.

### **9. Can I apply in person or by phone?**


No, the Engineering Intern Training Financial Credit Program (FCP) is an online program. Individuals apply online, correspondence is done by email ([FinancialCreditProgram@peo.on.ca](mailto:FinancialCreditProgram@peo.on.ca)) and the applicant is responsible for ensuring all deadlines are met and all required documentation is received by PEO.

Once qualified for the FCP, PEO admissions will contact the applicant.

### **10. Do I have to complete a work summary?**

**IEG applicants** with at least five years of engineering experience following graduation from a Bachelor of Engineering or Applied Science program must submit a work experience summary as outlined on page 9, section 7 of the *Licensing Guide and Application for Licence*.

### **11. How do I prepare a Work Summary?**

See page 6 of the *Licensing Guide and Application for Licence*. For more information, see PEO's [Guide to the Required Experience for Licensing as a Professional Engineer in Ontario](#). 

### **12. Must I stay in the program?**

Applicants qualified for the FCP are deemed to have applied for a Professional Engineering Licence (P.Eng.) and are automatically registered in the as EIT if they meet the program criteria.

Applicants may choose to withdraw their P.Eng application and resign from the EIT program at any time. However, should they pursue a P.Eng licence in the future and resume their EIT status, they must complete and submit a P.Eng application and meet all the rules and requirements at the time of the [new application](#).

### **13. Must I join the Engineering Intern Training Program?**

Applicants who qualify for the FCP are automatically deemed to have applied for a licence to practice professional engineering, and if they meet the requirement of the Engineering Intern Training Program, will be automatically registered in the EIT program for the first year at no cost.

If applicants wish to remain in the EIT program after the first year, they will be required to pay the EIT program fee for each subsequent year they belong.

### **14. Are there any costs associated with the program?**

Under this initiative, you may apply for the professional engineer licence at no cost. Also at no cost, you will be registered in the Engineering Intern Training (EIT) program for the first year, provided you meet specific criteria established by PEO.

Applicants who qualify for the EIT program will be required to pay the EIT fees in the subsequent years to remain registered, in addition all other P.Eng. Registration fees and annual fees will be required when the applicants meet the requirement for the P.Eng. Licensure.

### **15. Who do I contact should I have questions?**

All questions should be emailed to [FinancialCreditProgram@peo.on.ca](mailto:FinancialCreditProgram@peo.on.ca).