Association of Environmental Clerks of Works

**Application for Student Membership**

Before completing this application form, please ensure you have read the following documents, available at [www.aecow.org](http://www.aecow.org):

* Membership Application Guidance;
* AECoW Code of Conduct, by which all members must abide.

You should be aware of the term ‘Environmental Clerk of Works’ (EnCoW) and how AECoW seeks to define it, in comparison with the term ‘Ecological Clerk of Works’ (EcCoW) and how CIEEM seeks to define that role. We are working with CIEEM to support each other’s aims and objectives, and to minimise inconsistencies. Therefore, please be mindful of the definitions when completing your application.

**Part 1: Personal Details**

|  |  |
| --- | --- |
| **Surname** |  |
| **Given Name** |  |
| **Title** |  |
| **Date of Birth** |  |
| **Current Professional Memberships (e.g. CEnv, CIEEM, CIWEM)** |  |
| **Do you hold a CSCS or equivalent? (if equivalent, please name)** |  |

|  |  |
| --- | --- |
| **Home Address (inc. Post Code)** |  |
| **Personal Email Address** |  |
| **Personal Telephone Number** |  |
| **Employer** |  |
| **Work Address (inc. Post Code)** |  |

**Part 2: Education and Training**

Please list below details of all relevant further/higher education qualifications, or provide a CV covering the same. Please include copies of qualification certificates with your application.

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Title** | **Course Dates (from – to)** | **University/College** | **Qualification** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
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Please list below details of all relevant training courses you have attended in the past 3 years below or provide a CV covering the same. Please include copies of qualification certificates with your application.

|  |  |  |  |
| --- | --- | --- | --- |
| **Training Event** | **Training Provider** | **Course Dates** | **Recognised structured CPD?** |
|  |  |  |  |
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Note there is a moral obligation on Members at all levels to maintain their skills through regular training. Training can be through formal courses, work experience and/or personal study.

**Part 3: Personal Statement**

This section allows you to set out your understanding of the **Environmental Clerk of Works** role, your motivation for seeking membership and your career aspirations. As outlined above, please be mindful of AECoW’s position, which is on our website under ‘About Us’.

Please answer each of the following questions, using no more than 200 words for each section.

|  |
| --- |
| **What do you think the role of Environmental Clerk of Works seeks to achieve?** |
|  |
| **Why do you want to join the AECoW?** |
|  |
| **The Association is run by a small group of volunteers. Please outline what you could do to support the Association.** |
|  |
| **What are your career aspirations? How do you hope to progress in the next 3 years?** |
|  |

**Part 4: Declaration & Sponsor Details**

In completing and submitting this application to join the Association of Environmental Clerks of Works (AECoW) I have answered all questions truthfully.

Upon confirmation of admission to the Association, I promise to abide by the AECoW Code of Conduct. I accept my moral obligation to ensure my knowledge and skills are maintained through training and professional development.

I certify that the information supplied in this application form is correct to the best of my knowledge. I understand that details relevant to my application, enrolment and membership history will be held under the terms of the General Data Protection Regulations 2018 (GDPR). I agree to my contact details being used for the purposes of establishing and maintaining membership of, or support for, the Association or providing or administering activities for members.

|  |  |
| --- | --- |
| **Name** |  |
| **Signature**  ***(electronic signatures are acceptable)*** |  |
| **Date** |  |

**You need to send your application to your sponsor to validate it, prior to submitting your form. Your sponsor must explain why s/he believes the Applicant meets the AECoW Student Member requirements, as outlined in the application guidance.**

Your Sponsor should be an experienced professional who judges your skills and experience appropriate for Membership of AECoW at the Student level. Your Sponsor may be, for example, your current academic supervisor or employer. Sponsors cannot be related to applicants.

In signing the below, your Sponsor confirms that, to the best of their knowledge, you have answered the questions above correctly and that, in their opinion, you meet the requirements of a Student Member. Further information on membership criteria is available on our website: [www.aecow.org](http://www.aecow.org).

**Sponsor – Please complete and sign**

|  |  |
| --- | --- |
| **Name** |  |
| **Employer** |  |
| **Position** |  |
| **Contract Address (incl. Post Code)** |  |
| **Contact Email Address** |  |
| **Contact Telephone Number** |  |
| **Relationship to Applicant** |  |
| **Are you an AECoW Member?** |  |
| **Please explain why you believe the Applicant meets the AECoW Student Member criteria. (Max 200 words)** | |
|  | |
| **Signature**  ***(electronic signatures are acceptable. We may contact your sponsor to validate their reference)*** |  |
| **Date** |  |

**Part 5: Payment and Checklist**

Your application will be determined at the Management Committee Meeting which falls on the next date after receipt of your completed application. Management Committee Meetings are held on a monthly basis however it may take up to 14 weeks for your application to be processed. It may be necessary to conduct a short telephone interview to discuss your answers in further detail.

* The Annual fee for Student Membership is **FREE**
* Applicants for Student Membership must be studying part time, or full time, on a course leading to an examined degree, HND or equivalent qualification in a discipline that has a high content of environmental management, environmental science or ecology, or engineering science
* Student Members are not entitled to use a suffix but can state student membership on their CV
* On Graduating, a Student Member must inform us of that as you will be upgraded to Graduate Membership on production of qualification certificates.

**Please ensure:**

* You have completed and signed all relevant parts of the application
* Your sponsor has signed and dated the application
* You have enclosed copies of your qualification certificate/s and CV (if required).