### Registered Scientist

### Last updated June 2024

### This document is a template of the online application form. While this can be used to prepare your application, it cannot be used to apply. Please apply through the [online application form](https://applications.iop.org/grades.aspx).

### Please note: As an offline document, any changes to the application process will not be immediately reflected in this document. Please always refer to the [online pages](https://www.iop.org/membership/professional-registration/registered-scientist) for the most up to date requirements and guidance.

|  |
| --- |
| Why do you want to be professionally registered and what would it mean to you? |
| *Please note: This isn’t part of the application process, however it is useful for you to think about this as it will help you understand the process and think of examples to write about.*   |

### Personal details

|  |  |
| --- | --- |
| Membership number |  |
| Title |  |
| First name |  |
| Surname |  |
| Date of birth |  |
| Email |  |
| Daytime contact number |  |

### Home address

|  |  |
| --- | --- |
| Line 1 |  |
| Line 2 |  |
| Line 3 |  |
| Town/City |  |
| County/State/Province |  |
| Postcode/Zip code |  |
| Country and Region |  |
| Note |  |

### Business/Term time details

|  |  |
| --- | --- |
| Job title |  |
| Company name |  |
| Department |  |
| Line 1 |  |
| Line 2 |  |
| Line 3 |  |
| Town/City |  |
| County/State/Province |  |
| Postcode/Zip code |  |
| Country and Region |  |
| Note |  |

### Current course of study

|  |  |
| --- | --- |
| Name and location of university/college |  |
| Country |  |
| Department |  |
| Degree type |  |
| Course title |  |
| Please enter dates in the format DD/MM/YYYY |
| Date started |  |
| Expected completion date |  |

### Academic qualification(s)

|  |  |
| --- | --- |
| Course title |  |
| University |  |
| Degree type |  |
| Degree grade |  |
| Country |  |
| Course start date |  |
| Course end date |  |
| Permission to verify |  |

|  |  |
| --- | --- |
| Course title |  |
| University |  |
| Degree type |  |
| Degree grade |  |
| Country |  |
| Course start date |  |
| Course end date |  |
| Permission to verify |  |

### Documents

The following documents will need to be uploaded with personal identifiable information removed (by this we mean: name, age/date of birth, address, contact details, social media profiles and photos. Your CV should not include a reference list. How to refer to articles or publications has been included below. The file name should also not include your name:

* CV
* Organisational chart or statement of accountability

The following documents also need to be uploaded but with no edits to the document to blur or redact the name. The file name should not include your name (for example, the file name should be BSc certificate):

* Certificates
* Course transcripts (if needed)

The following documents may be needed, however they should not include the outlined details:

* Supporter statement (should not include supporter names and contact details) – outline role i.e. my line manager

Suggested file name structure: Application, document descriptor (e.g. RSci App CV or RSci App Certificate)

References: Your contribution, publication (e.g. first author, Phys. Rev 1)

The IOP will confirm to the panel that your publications have been verified and we will confirm whether you are first author, co-author, etc.

**RSci Professional Review Report**

**ACTS**

Applicants who have successfully completed accredited company training schemes (ACTS) should fill out the details of their ACTS below. Your scheme leader will be contacted to verify your successful completion of the ACT Scheme.

|  |  |
| --- | --- |
| Company name |  |
| Scheme leader name |  |
| Completion date | DD/MM/YYYY |

All sections must be completed in full. Each competence should have 100 - 500 words. Reports that exceed the word count will be returned to the applicant for editing. Please note that as part of the application process a copy of the full report is sent to supporters for verification and comment.

|  |
| --- |
| **Introduction** |
| Career history, current job title and description- 500 words max  |

**RSci: Professional development**

Please give evidence of your competence in each area given below.

[View advice for applicants](https://sciencecouncil.org/web/wp-content/uploads/2022/01/Mandatory-doc-2-updated-RSci-standards.pdf).

|  |
| --- |
| **RSci**  |
| **A: Application of knowledge and understanding**  |
| **Identify and use relevant scientific understanding, methods and skills to complete tasks and address well defined problems**  |
| **A1: Apply extended knowledge of** **underlying concepts and principles** **associated with area of work**  |   |
| **A2: Review, evaluate and apply underlying** **scientific concepts, principles and** **techniques in the context of new and** **different areas of work**  |   |
| **A3: Analyse, interpret and evaluate data,** **concepts and ideas to propose solutions** **to problems**  |   |
| **B: Personal Responsibility**  |
| **Exercise personal responsibility in planning and implementing tasks according to prescribed protocols**  |
| **B1: Work autonomously while knowing when to escalate appropriately and recognising the limits of scope of practice** |   |
| **B2: Take responsibility for safe and sustainable working practices and contribute to their evaluation and improvement**  |   |
| **B3: Take responsibility for the quality of your work and also enable others to work to high standards**  |   |
| **C: Interpersonal skills**  |
| **Demonstrate effective communication and interpersonal skills**  |
| **C1: Demonstrate effective and appropriate communication skills**  |   |
| **C2: Demonstrate effective interpersonal and behavioural skills**  |   |
| **C3:** **Demonstrate productive working relationships and an ability to resolve problems**  |   |
| **D: Professional Practice**  |
| **Apply appropriate theoretical and practical methods**  |
| **D1: Identify, review and select scientific techniques, procedures and methods to undertake tasks**  |   |
| **D2: Contribute to the organisation of tasks and resources**  |   |
| **D3: Participate in the design, development and implementation of solutions**  |   |
| **D4: Contribute to continuous process improvement**  |   |
| **E: Professional Standards** |
| **Demonstrate a personal commitment to professional standards**  |
| **E1: Comply with relevant codes of conduct**  |   |
| **E2: Maintain and enhance competence in own area of practice within a structured and managed environment**  |   |

**Continuing Professional Development**

Outline your career, training and development plans for the next five years. This section should explain how you intend to retain competence once you are professionally registered. This should be around 250 - 500 words.

|  |
| --- |
|  |

**Supporters**

|  |  |
| --- | --- |
| Title |  |
| First name |  |
| Family name |  |
| Email |  |
| Job title |  |
| Employer |  |
| Telephone number |  |
| Relationship to you |  |

|  |  |
| --- | --- |
| Title |  |
| First name |  |
| Family name |  |
| Email |  |
| Job title |  |
| Employer |  |
| Telephone number |  |
| Relationship to you |  |

The supporters must know applicant for at least one year and be in a position to comment on the examples provided in the application. When contacted it is important that the supporters justify their level of support.

Supporters do not need to hold professional registration.

The supporters should be from different organisations, or if this is not possible, different teams.