Technical Biography preparatory template

(Professional Process Safety Engineering)

The information you provide on this form will help reviewers determine whether you meet the educational base (knowledge and understanding) requirements. If further evidence/details are required, you will be asked to complete relevant sections of the Technical Report Questionnaire.

Verification of your work experience will be required for each section completed. Download the verification form at [www.icheme.org/tb-verification](https://www.icheme.org/tb-verification) and send a copy to each of your verifiers along with a copy of your Technical Biography. You will need to include all verification forms with your application. Please note that your application will not be processed until all verification forms have been received. This is a live document that the IChemE office will need to add to, so please do not scan or save in a different format before sending these to us along with your application at [icp@icheme.org](mailto:icp@icheme.org).

**Course details**

Fill in the relevant sections on the next page and attach any certificates and official course transcripts for each qualification. Make sure they include the title of the degree, dates taken, your name and the subjects taken, to verify the information given on this form. Any documentation that summarises the learning outcomes from the course (if available) is extremely helpful.

**For PhD:** Attach the thesis abstract/summary.

**For EngD:** Attach the thesis summary plus course module list and learning outcomes.

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| **Degree type** (eg BSc, MEng, PhD) | **Title of programme** | **University** | **Start and end dates** | **Certificate attached** | **Transcript attached** | **IChemE accreditation** (if applicable) | **Details of other accreditation** | **Office use only** |
|  |  |  |  | Yes  No | Yes  No |  |  |  |
|  |  |  |  | Yes  No | Yes  No |  |  |  |
|  |  |  |  | Yes  No | Yes  No |  |  |  |
|  |  |  |  | Yes  No | Yes  No |  |  |  |
|  |  |  |  | Yes  No | Yes  No |  |  |  |

**Technical experience**

Please add a summary of examples (do not exceed an overall total of 1000 words in this section) of technical experience gained in the workplace to cover gaps from academic background/areas not covered by your degree. If two or more examples of experience occurred during employment at the same company, please list each example in a separate box.

Use the notes section at the end of this form if you need to provide any further information. Make sure to include the example number that the information relates to.

**To complete the cross-referencing in the table below you will need to refer to the** [Technical Biography Guidance document](https://www.icheme.org/tb-guidance)

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| **Example** | **Employer and Job Title** | **Dates of experience** (start-finish) | Examples of **technical experience** gained in the workplace  Please add a **brief** summary (could use bullet points) of examples of technical experience gained in the workplace to cover gaps from academic background/areas not covered by your degree.  Use the notes section at the end of this form if you need to add any relevant details. | **Cross-reference Technical Biography guidance numbers with experience covered**  **(eg part A1, A2, B1, B2 etc)** | Office use: verified? |
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| **09.** |  |  |  |  |  |
| **10.** |  |  |  |  |  |
| **11.** |  |  |  |  |  |

Notes

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| **Use this box to add any additional detail to the examples you have provided in this form. Make sure to include the example number that the information relates to.** |
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