



**COUNCIL FOR THE REGULATION OF
ENGINEERING IN NIGERIA**

22, Addis Ababa Crescent Wuse Zone 4, P.O.Box 8461 Wuse, Abuja

Applicant's File Ref. No.....

**APPLICATION FORM
FOR REGISTRATION**

APPLICATION/PROCESSING FEE
TICK AS APPROPRIATE

	NIG	EXP	NIG	EXP
* Engineer	<input type="checkbox"/>	<input type="checkbox"/>	₦8,500	₦69,000
* Engineering Technologist	<input type="checkbox"/>	<input type="checkbox"/>	₦6,500	₦55,600
* Engineering Technician	<input type="checkbox"/>	<input type="checkbox"/>	₦3,750	₦41,000
* Engineering Craftsman	<input type="checkbox"/>	<input type="checkbox"/>	₦2,000	₦37,100

Key

NIG = Nigerian	EXP = Expatriate
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- (1) Section A to D are to be completed by you; Section E is to be completed by your employers; Section F is to be completed by your sponsors.
- (2) You are to endeavour to complete your form completely and properly.
- (3) Pay application/Processing fee as indicated above from and Zenith Bank Branch into COREN Account No. 6012005088 with Zenith Bank Awolowo Road, Ikoyi, Lagos. Send your completed application form with original bank teller as evidence of payment to Zenith Bank, preferably by Courier, to the Registrar at the Abuja Address.
- (4) Your proposers are required to sight the original copies of your certificates, and photocopies of each of them. Thereafter, they are to write at the back of each photocopy as follows: "I certify that this is a true copy of the original certificate" and sign indicating their registration numbers with dates. The certified photocopies of the certificates are to be submitted with the completed registration form.
- (5) Your proposers must be on COREN Register and up-to-date in the payment of their Practising Fees to COREN.
- (6) 2 (Two) copies of your passport size photographs are to be certified at the back by one of the proposers and attached to your completed application form.
- (7) Three copies of Technical Report (Minimum of 1000 Words) on your practical experience should be endorsed by one of the proposers before the submission of the form. You are to send only one copy of the report if you are a corporate member of any COREN recognized professional body. Craftsmen are exempted from Submitting Technical Report.
- (8) You are to confirm from your alma mater the cost (if any) of forwarding the transcripts or verification of your certificate to COREN. Purchase a Bank Certified Cheque for the amount in the name of the institution and forward it along with your documents.
- (9) You are to provide both the e-mail and postal addresses of the Registrar of your institution for verification of your certificate(s).

APPLICATION FOR REGISTRATION

Applicant's (Photograph)
(Passport size)

2 Copies to be attached
Here

Photographs are to be
Certified by
One of the proposers

A. PERSONAL DETAILS

1. Surname..... Other Names.....
(in block letters)
2. Date of Birth.....Place of Birth.....
3. Nationality..... How Acquired?.....
4. Business Address.....
.....
Tel: No.....
5. Residential Address.....
.....
6. Postal Address.....
(if different from either 4 or 5)
7. Permanent Address
8. E-Mail Address.....
9. (a) Particulars of Current Employments.....
(if self employed say so and give details)
.....
.....
(b) Position held.....
10. Field(s) of Engineering* for which registration is required
.....

*Aeronautical/Aeronautics, Agricultural, Chemical, Civil, Communication, Control and Instrumentation, Electrical, Electronics, Marine, Mechanical, Metallurgical, Mining, Nuclear, Petroleum, Production, Structural, etc.

4. Summary of Qualifications (attach Photostat copy of each certificate)
.....
.....

5. Details of Membership of any Engineering body(ies)

Engineering Body	Grade of Membership	Membership No.
1.....		
2.....		
3.....		

6. Have you applied previously for Registration? (if so, give particulars)
.....

7. Titles or Honours (e.g. OON)

C. ADDITIONAL INFORMATION REQUIRED (Non-Nigeria Citizens only)

1. Name & Address of your Country's Professional or other Engineering body to which you belong:
.....
.....

2. Name & Address of your Country's Engineering Registration body (if any) with which you are registered
.....
.....

3. (a) Are you normally resident in Nigeria?

(b) If so, give Nigeria residential Address

.....

4. Particulars of current Employment in Nigeria

(a) Name and address of Employers:

.....

(b) Nature of business:

(c) Duration of employment contract (give dates):

(d) Status in employment:

5. (a) Are you normally resident outside Nigeria?

(b) If so give residential address abroad

.....

6. Passport No..... Place & date of Issue.....

7. Particular of Nigeria Resident Permit:

(a) Reference No and duration

(b) Place and date of Issue.....

D. **CERTIFICATION BY APPLICANT**

I.....hereby declare that the above Information is correct and I fully understand the conditions as stipulated in Decree 55/70 as amended by Decree number 27 of 1992 under which consideration is being given to my application for registration.

Date..... Signature of Candidate.....

E. **CERTIFICATION BY EMPLOYER’S REPRESENTATIVE**

(Who must be in senior Management Position)

I.....hereby declare on behalf of

.....that the above
(Name of firm/company)

information given in respect of Mr/Mrs/Miss
is correct to the best of my knowledge.

Date..... Signature.....

Position or Status.....

Registration No.....

F. ***TWO PROPOSERS** (Must be on COREN register and up-to-date in the payment of their dues to COREN)

We hereby certify to the best of our knowledge that

Mr/Mrs/Miss.....is of good character and is fit and proper to be placed on the register of Council for the Regulation of Engineering in Nigeria and therefore propose him/her to the Council.

(i)
Name in full *Signature*

.....
Address *Registration No.*

.....
Position or Status *Academic/Professional/Qualifications*

Date.....

(ii)
Name in full *Signature*

.....
Address *Registration No.*

.....
Position or Status *Academic/Professional/Qualifications*

Date.....

*Proposers are required to sight the originals of Applicant’s certificate and sign at the back of photocopies accompanying the completed application as follows: **“I certify that this is true copy of the original certificate.”**



COUNCIL FOR THE REGULATION OF ENGINEERING IN NIGERIA
22, ADDIS ABABA CRESCENT WUSE ZONE 4
P.O. BOX 8461, WUSE, ABUJA

CERTIFICATE OF EXPERIENCE

THIS FORM IS TO BE COMPLETED BY THE EMPLOYER AND NOT BY THE CANDIDATE

NAME OF CANDIDATE
PERIOD COVERED BY CERTIFICATE

- A PARTICULAR OF ISSUER (i.e. Candidates Employer – current or past who must be on the Register of COREN)
- Surname..... Other Names.....
(In block letters)
 - Name & Address of Business.....
.....
 - Nationality.....
 - If practising in Nigeria please state COREN Registration No.....
 - Professional relationship with Candidate during period covered by the Certificate
 - Professional superior.....
 - Professional colleague.....
 - Others (Please state).....
.....
 - If resident outside Nigeria, please state.....
 - Residential Address.....
 - Institutions of learning attended (Give Dates):
.....
.....
.....
 - Academic/Professional Engineering/Technical Qualifications.....
.....
.....

B. PARTICULARS OF CANDIDATE FOR REGISTRATION

(Persons issuing this certificate are requested to provide sufficient information in sub-section 4 to enable Council assess the candidate's practical experience adequately)

1. Surname..... Other Names.....

2. For how long did/has the candidate work/worked under your charge (Give details):
.....

3. What is the candidate's field of Engineering
(a).....
(b).....

4. Give Details of work done by candidate and extent of responsibility afforded
.....
.....
.....
.....
.....
.....

5. In what manner did the candidate carry out the duties of his employment?
(*Excellent/Good/Satisfactory/Fair/Poor*)
.....

6. Are you generally satisfied that the candidate has acquired useful experience in the particular area of Engineering practice in which you afforded him/her opportunity of employment?
.....
(a) If so, please sign certificate below paragraph (C)
(b) If not, please give full reasons.....
.....
.....
.....
.....
.....
.....
.....
.....

C. DECLARATION

Mr/Mrs.....served under me
from.....to.....during which period every
opportunity was given him/her to acquire adequate experience in the practice of
..... Engineering and I hereby certify that his/her
performance and conduct during the period were satisfactory. I therefore recommend him/her for registration

Date..... Signature.....
Academic/Professional Qualifications.....
Position or Status.....

NOTES FOR GUIDANCE

- (i) This form is to be completed by a senior representative of candidate’s Employers who must be registered with COREN. The form is to be mailed directly to the Registrar, COREN, P.O. Box 8461, Wuse II, Abuja and marked *confidential*.
- (ii) A candidate who has less than 4 years practical experience would normally not be eligible for registration.
- (iii) Provided, however, that total periods served different employers add up to a minimum of four years, candidate would be eligible for consideration for Registration. Therefore a candidate may submit more than one certificate of experience to support his application.
- (iv) In circumstances where the Council is in doubt as to the adequacy of an experience, Council reserves the right to withhold registration, but candidate may be advised to re-apply after a given period.
- (v) Where, on the other hand, an Employer refuses to issue a Certificate of Experience on any grounds whatsoever the candidate has a right of appeal to Council (Section 9 of Decree). The Council may either dismiss the appeal or itself issue the certificate of experience in question.