

JOINING UIPE AS A TECHNICIAN MEMBER

STEP I

The necessary requirements are as follows:

1. Diploma in Engineering
2. Must be employed.
3. Complete an application form which can be downloaded from the website. www.uipe.co.ug
4. Applicants need one proposer and one seconder to sign his/her form.
5. Both the Proposer and Seconder must be fully paid-up Corporate Members of the Institution who are neither Council nor MET Committee members and must be of the same discipline as the applicant.
6. Submit the completed application form in hard copy at the UIPE Secretariat.

Documents to Attach to the Completed Application Form

1. Photocopies of all academic papers i.e. copy of Diploma Certificate, Transcript, A & O Level Certificates
2. Photocopy of your appointment letter
3. Photocopies of certificates received from any engineering training, workshops, or conferences
4. Photocopy of registration certificate if already registered in a foreign country

STEP II

At the time of submission, the applicant should present evidence of payment of shillings **Two Hundred Fifty Thousand Shilling** (250,000/=) being payment for Election, Membership Certificate and Annual Subscription fees

Item No.	Item Description	Amount
1	Election Fees	50.000=
2	Membership Certificate	50.000=
3	Annual Subscription fees	150.000=
	Total Fees	250.000=

After submission of documents to UIPE Secretariat, the application process proceeds as follows: -

1. The MET Committee reviews the application and recommends the successful applicant to the Council
2. The Council confirms the election.
3. The name of the newly elected member is circulated to the entire membership for comments, for a period of 14 days. If UIPE receives no objection, the applicant then receives his letter of election and membership certificate at the expiry of 14 days.

NB

- a. Please make cheques payable to: 'UGANDA INSTITUTION OF PROFESSIONAL ENGINEERS'

Direct cash deposit: Stanbic Bank IPS Branch Account No. 9030005841819 Account Name Uganda Institution of Professional Engineer, then scan the Bank Deposit Slip and email it to revenue@uipe.co.ug, membership@uipe.co.ug , or hand deliver.

- b. Payment by Mobile Money to*165#
1. Payments
 2. Next
 3. Goods & Services
 4. Enter Merchant Code (Code is UIPE)
 5. Enter Payment reference, include your Name, Reg. No., Details of Payment)
 6. Enter Amount
 7. Enter your pin
 8. Send
- c. Please pick your receipt from the Secretariat whenever you make a payment.

For more details, please contact:

UIPE SECRETARIAT

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