



INSTITUTION OF ENGINEERS RWANDA

Kimihurura KG 666 St. House No1

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Email: info@engineersrwanda.rw; website: <http://www.engineersrwanda.rw>

APPLICATION REQUIREMENTS FOR PROFESSIONAL ENGINEERS

All applications are processed through the Membership Digital Portal which can be accessed via this link <https://member.engineersrwanda.rw/home>

Below are the mandatory application requirements needed to be registered in the category indicated above:

1. All applicants are required to have a proven professional experience of more than 2 years after graduation
2. A Passport-size photo in PNG or JPG Image format
3. A Scanned copy of a National ID or Passport in PNG or JPG image format
4. A Scanned copy of Notarized Bachelor Degree(Ao) in PNG or JPG Image format
5. A Soft copy of a signed Career Statement or CV in PDF format
6. A Soft copy of an endorsed, signed, and stamped (by a Supervisor) copy of a Technical Report
7. A Foreign Practicing License (**Only for non-Rwandans**)
8. Scanned copy of Notarized Degree Certificates in PNG or JPG image format
9. A scanned copy of a Bank pay slip (to be submitted as an attachment through the Membership Portal) of **non-refundable application fees** amounting to **Rwf 20,000** payable on Account No: **211-131222-1-5118-0** under the names of Institute of Engineers Rwanda in **GT Bank (Rwanda) Plc** or through **MoMo pay *182*8*1*003884#**

Note:

1. Degrees from Foreign Countries need an **equivalence certificate** from the **High Education Council (HEC)**
2. After being admitted as a Professional Engineer (PE) with the Institution of Engineers Rwanda, an annual membership fee of **Rwf 200,000** is required through the same payment modalities as provided above; if the applicant is Rwandan, a member of the **East African Community Countries (Uganda, Kenya, and Tanzania)** with which IER has a **Mutual Recognition Agreement**. A Practicing License is issued, thereafter.

3. Nationals of Foreign Countries outside the East African Community and other countries of the East African Community with which IER does not have a Mutual Recognition Agreement with pay **USD 500** through the payment modalities provided above. A Practicing License is issued, thereafter.
4. **Exemptions:** Applicants with more than 10 years of proven engineering working experience, PhD Holders in related engineering fields, Cabinet appointees with engineering backgrounds, and Military Officers in engineering services, shall be exempted from interview as well as submitting technical reports. However, the applicant shall comply with other requirements indicated above.
5. **Express application:** In case the applicant submits an application that is time-sensitive, he/she shall be required to pay **Rwf. 200,000** non-refundable and shall get a response within two weeks.

Done at Kigali, 12th December, 2023



Steven SABITI
Executive Secretary/Chief Executive Officer
Institution of Engineers Rwanda