

Improving the world through engineering

MSc Professional Engineering – Engineering Gateways Guidance Notes

These guidance notes are intended to be read in conjunction with the protocol to ensure that each Learning Contract/Learning Agreement clearly meets the IMechE requirements.

1. APPROVAL PROCESS:

- a. The MSc / Further Learning (FL) plan documentation is typically submitted by the University, which acts on behalf of the applicant for this purpose under the provisions of the Engineering Gateways Scheme
- b. Each plan is reviewed on an individual basis, using the Learning Contract/Learning Agreement as the initial Application form with its supporting information.
- c. The Application documentation is sent to 2 volunteer, academic assessors.
- d. If there are any discrepancies or disagreement between the academic assessors then the final decision will be made by the Chairman of the IMechE Academic Assessment Committee (AAC)
- e. The University liaison contact is provided with initial feedback (typically aim for 2-3 weeks for turnaround)
- f. If applicable, the University provides supplementary information.
- g. If applicable, the supplementary information is assessed. The AAC Chairman gives final sign off for all Learning Contracts/Learning Agreements
- h. If accepted, the applicant is informed - cc the University
- i. If not accepted, the University is given further feedback on how IMechE would wish to see the FL plan strengthened. It is then the University's responsibility to inform the applicant and arrange for modification and subsequent resubmission of the plan.

2. CAREER DEVELOPER:

- Career Developer is the on-line IMechE tool for recording professional development competence which encompasses the Monitored Professional Development Scheme (MPDS), Supported Registration Scheme (SRS) and eCPD.
- Applicants will be offered the chance to use Career Developer as a tool to log their competences. Applicants should register on the SRS.
- The structured framework helps applicants keep evidence and ensure they are on track to meeting all competences
- Reports do not need to be signed off by a mentor, although this can be helpful.
- Applicants will need to make a standard membership application.

3. LEARNING CONTRACT/LEARNING AGREEMENT INCLUSION AND CHECKLIST:

- The academic rigour needs to be clear and to include both a) deepening of knowledge in engineering and scientific subjects, (E & SD) and b) broadening of knowledge in technical and non-technical subjects. The QAA Masters level descriptors are used as the definition of Masters level learning.
- There should be a clear statement from the university that the Learning Contract/Learning Agreement has met the University's requirements for an MSc, subject to satisfactory completion. (The form of the Learning Contract/Learning Agreement will typically be governed by each University's quality systems).
- The required content of Masters level learning must be clear from the Learning Contract/Learning Agreement and accompanying information, particularly in relation to Engineering and Science Deepening (E & SD). The equivalent of at least 30 CATS points at Masters level must be focused on E & SD.
- It is an acceptable feature of the Engineering Gateways scheme that it may be entirely work-based learning.
- Learning Outcomes may be generic in nature provided that adequate details of activities/content supporting all Learning Outcomes are clear from other parts of the Learning Contract/Learning Agreement and supporting information, particularly with regard to E & SD.
- The nature of the assessment and assessment criteria must be clear for each part of the Learning Contract/Learning Agreement.
- Where the assessment is undertaken by a UK University, as distinct from the employer or others, IMechE assessors may rely on the university's quality system for assuring the MSc assessment will be as stated in the Learning Contract/Learning Agreement.

4. LEARNING CONTRACT/LEARNING AGREEMENT SUMMARY:

- The AAC is supportive of the MSc in Professional Engineering and considers it to be an interesting and viable route to meeting the academic requirements for CEng registration
- It must be clear that the Learning Outcomes and supporting information have been constructed with some care to express the requirements of the QAA Masters level descriptors, and in accordance with the University's own quality systems.
- Evidence of E & SD must be clearly presented and meet or exceed the minimum requirements stated above.
- The scientific/technical aspects need to show technical rigour and/or innovation
- Contracts should be succinct in design – the individual requirements need to be supported by identified, suitable and applicable modules/elements of work

5. IMechE CONTACTS:

For submitting an Engineering Gateways MSc Learning Contract/Learning Agreement, please send: **X1 complete copy** of the form (including relevant supporting information - such as the Competence Development Action Plan, if it is available) to:

furtherlearning@imeche.org

or Further Learning, MAPD Department, Institution of Mechanical Engineers, Birdcage Walk, LONDON. SW1H 9JJ.

If you would like to discuss this in any detail please contact Ed Hansom, Professional Development Adviser on e_hansom@imeche.org or 020 7304 6989.

