



Part 5

Qualifications Awarded by Professional and Trade Associations

THE FUNCTIONS OF PROFESSIONAL ASSOCIATIONS

Qualifications

Some associations qualify individuals to act in a certain professional capacity. They also try to safeguard high standards of professional conduct. Few associations have complete control over the profession with which they are concerned. Some professions are regulated by the law, and their associations act as the central registration authority. Entry to others is directly controlled by associations that alone award the requisite qualifications. If a profession is required to be registered by the law and is controlled by the representative council, a practitioner found guilty by his or her council of misconduct may be

suspended from practice or completely debarred by the removal of his or her name from the register of qualified practitioners. In other professions the consequence of misdemeanour may not be so serious, because the profession does not exercise the same degree of control.

The professions registered by statute, and therefore subject to restrictions on entry and loss of either privileges or the right to practise on erasure, are listed in Table 5.1. Certain other professions are closed.

Table 5.1 Professions registered by statute

Profession	Statutory committee controlling professional conduct
Architects	Architects Registration Board
Dentists	General Dental Council
Doctors	General Medical Council
Professions supplementary to medicine: arts therapists, biomedical scientists, chiropractors/podiatrists, clinical scientists, dieticians, hearing aid dispensers, occupational therapists, operating department practitioners, orthoptists, paramedics, physiotherapists, practitioner psychologists, prosthetists/orthotists, radiographers, speech and language therapists and social workers	Health and Care Professions Council (HCPC)
Nurses and midwives	Nursing and Midwifery Council
Opticians and optometrists	General Optical Council
Osteopaths	General Osteopathic Council
Patent attorneys	Chartered Institute of Patent Attorneys
Pharmacists, pharmacy technicians	General Pharmaceutical Council
Teachers	The National College for Teaching and Leadership

Study

Some associations give their members an opportunity to keep abreast of a particular discipline or to undertake further study in it. Such associations are especially numerous in medicine, science and applied science. Many qualifying associations also provide an

information and study service for their members. Some of the more famous learned societies confer added status upon distinguished practitioners by electing them to membership or honorary membership.

Protection of Members' Interests

Some associations exist mainly to look after the interests of individual practitioners and the group. A

small number are directly concerned with negotiations over salary and working conditions.

MEMBERSHIP OF PROFESSIONAL ASSOCIATIONS

Qualifying associations

The principal function of qualifying associations is to examine and qualify people who wish to become practitioners in the field with which they are concerned. As already indicated, some regulate professional conduct and many offer opportunities for further study. Membership is divided into grades, usually classified as corporate and non-corporate. Non-corporate members are those not yet admitted

to full membership, mainly students; they are divided from corporate membership by barriers of age and levels of responsibility and experience. The principal requirement for admission to membership is the knowledge and ability to pass the association's exams; candidates may be exempted from the association's exams if they have acceptable alternative qualifications.

Non-corporate or affiliated members

Non-corporate members are those who are as yet unqualified or only partly qualified. They are accorded limited rights and privileges, but may not vote at meetings of the corporate body. Most associations have a student membership grade. Students are those who are preparing for the exams that qualify them for admission to corporate

membership. Some associations have licentiate and graduate membership grades, which are senior to the student grade. Graduates are those who have passed the qualifying exams but lack other requirements, such as age and experience, for admission to corporate membership.

Corporate or full members

Corporate members are the fully qualified constituent members of incorporated associations. They are accorded full rights and privileges and may vote at meetings of the corporate body. Corporate

membership is often divided into two grades: a senior grade of members or fellows and a general grade of associate members or associates.

Honorary members

Some associations have a special class of honorary members or fellows for distinguished members or

individuals who have made an outstanding contribution to the profession in question.

Examinations and requirements

Professionals normally become corporate members by exam or exemption, with or without additional requirements. Many final professional exams are of degree standard, and a number of professional qualifications are accepted by employers as evidence of competence at operational level. Ongoing professional development is encouraged by most associations to ensure members' skills and knowledge are up to date and relevant.

The transition from the general grade of membership to the senior can be automatic in some

associations (for instance, on reaching a prescribed age), but in others the higher grade is reached only after the submission of evidence of research or progress in the profession.

Qualifying exams are usually conducted in two or more stages. The first stage leads to an Intermediate or Part I qualification, the second leads to a Final or Part II or Part III qualification, which is about the standard of a degree.

Gaining professional qualifications

Prospective students can study by any of the following means:

- correspondence courses (distance learning and/or online support);

- personal attendance at the schools maintained by some associations (eg the Architectural Association School of Architecture);
- further and higher education institutions.

ACCOUNTANCY

Membership of Professional Institutions and Associations

ASSOCIATION OF ACCOUNTING TECHNICIANS

140 Aldersgate Street
 London EC1A 4HY
 Tel: 0845 863 0802
 Fax: 020 7397 3009
 E-mail: aat@aat.org.uk
 Website: www.aat.org.uk

AAT is the UK's leading qualification and membership body for accounting professionals. We have over 125,000 members including students, people working in accountancy and self-employed business owners, in more than 90 countries worldwide. Established in 1980 to ensure consistent training and regulation for accounting staff, our qualifications provide a progression route to CIMA, CIPFA, ICAS, ICAEW and ACCA.

MEMBERSHIP

Student Member
 Affiliate Member
 Full Member (MAAT)
 Fellow Member (FMAAT)

QUALIFICATION/EXAMINATIONS

Accounting skills

Level 1 Award in Accounting (AAT Access)
 Level 1 Certificate in Accounting
AAT Accounting Qualification
 Level 2 Certificate in Accounting (Level 5 in Scotland)

Level 2 Diploma in Accounting and Business (16-19-year-olds)

Level 3 Diploma in Accounting (Level 6 in Scotland)

Level 4 Diploma in Accounting (Level 8 in Scotland)

AAT Bookkeeping

Level 1 Award in Bookkeeping

Level 2 Certificate in Bookkeeping

Level 3 Certificate in Bookkeeping and Ethics

AAT Computerised Accounting

Level 1 Award in Computerised Accounting

Level 2 Award in Computerised Accounting

Level 3 Certificate in Computerised Accounting and Ethics

AAT Business Skills

Level 2 Award in Accounting Skills to Run Your Business

Tax

Level 4 Certificate in Taxation and Ethics

DESIGNATORY LETTERS

MAAT and FMAAT

ASSOCIATION OF CHARITY INDEPENDENT EXAMINERS

The Gatehouse
White Cross
South Road
Lancaster
Lancashire LA1 4XQ
Tel: 01524 34892
Fax: 01524 34892
E-mail: info@acie.org.uk
Website: www.acie.org.uk

ACIE provides support, training, conferences, resources and qualifications for independent examiners of charity accounts throughout the UK (*subscriptions apply*). Further information at the website: www.acie.org.uk

Registered charity in E&W 1139609 & SC039066. Registered company limited by guarantee 7461134; registered in England at 4-6 Grimshaw St, Burnley BB11 2AZ.

MEMBERSHIP

Affiliate

Full Member (with category of Associate or Fellow)

QUALIFICATION/EXAMINATIONS

Associate (limited re: size and type of charity by one of five authorisation bands – see website for details):

ACIE

Fellow (all UK charities eligible for IE): FCIE

DESIGNATORY LETTERS

ACIE, FCIE

CHARTERED INSTITUTE OF INTERNAL AUDITORS

13 Abbeville Mews
88 Clapham Park Road
London SW4 7BX
Tel: 020 7498 0101
Fax: 020 7978 2492
E-mail: membership@iia.org.uk
Website: www.iia.org.uk

The Chartered Institute of Internal Auditors (IIA) is the only professional body in the UK and Ireland focused exclusively on internal auditing and we are passionate about supporting, promoting and training the professionals who work in it. Every year we help internal auditors at every stage of their career with training, qualifications and technical resources.

MEMBERSHIP

Student Member

Affiliate Member

Voting Member (PIIA, CMIIA)

Head of Internal Audit Service Member

Fellow (FIIA, CFIIA)

QUALIFICATION/EXAMINATIONS

IIA Certificate in Internal Audit and Business Risk (IA Cert)

IIA Diploma (PIIA)

IIA Advanced Diploma (CMIIA)

IT Auditing Certificate

DESIGNATORY LETTERS

IA Cert, PIIA, CMIIA, FIIA, CFIIA

CIMA – THE CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

26 Chapter Street
London SW1P 4NP
Tel: 020 8849 2251
E-mail: cima.contact@cimaglobal.com
Website: www.cimaglobal.com

CIMA is the employers' choice when recruiting financially qualified business leaders.

The Chartered Institute of Management Accountants, founded in 1919, is the world's leading and largest professional body of Management Accountants, with 183,000 members and students operating at the heart of business in 168 countries. CIMA works closely with employers and sponsors leading-edge research, constantly updating its qualification, professional experience requirements and continuing professional development to ensure it remains the most relevant international accountancy qualification for business.

MEMBERSHIP

Member
Associate (ACMA)
Fellow (FCMA)

QUALIFICATION/EXAMINATIONS

Certificate in Business Accounting
CIMA Professional
Certificate in Islamic Finance
Diploma in Islamic Finance

DESIGNATORY LETTERS

ACMA, FCMA

ICAEW (THE INSTITUTE OF CHARTERED ACCOUNTANTS IN ENGLAND AND WALES)

Metropolitan House
321 Avebury Boulevard
Milton Keynes MK9 2FZ
Tel: 01908 248 250
E-mail: careers@icaew.com
Website: icaew.com/careers

ICAEW is a world leading professional membership organisation that promotes, develops and supports over 140,000 chartered accountants worldwide. We provide qualifications and professional development, share our knowledge, insight and technical expertise, and protect the quality and integrity of the accountancy and finance profession.

MEMBERSHIP

ACA (Associate of the Institute of Chartered Accountants in England and Wales) FCA (Fellow Chartered Accountant)

QUALIFICATION/EXAMINATIONS

The ICAEW chartered accountancy qualification, the ACA, is one of the most advanced learning and professional development programmes available. It has integrated components which give an in-depth understanding across accountancy, finance and

business. Combined they help build the technical knowledge, professional skills and practical experience needed to become an ICAEW Chartered Accountant. There is more than one way to start the ACA, find out more at icaew.com/careers

The ICAEW Certificate in Finance, Accounting and Business (ICAEW CFAB) provides fundamental knowledge and skills in finance, accounting and business. ICAEW CFAB consists of the same six exam modules as the first level of the ACA qualification. It can be studied as a stand-alone qualification or as an entry route to the ACA. There are no entry requirements and it is achievable in as little as 12 months through online learning, self-study or classroom tuition. Find out more at icaew.com/cfab

DESIGNATORY LETTERS

ACA, FCA

ICAS (INSTITUTE OF CHARTERED ACCOUNTANTS OF SCOTLAND)

CA House
21 Haymarket Yards
Edinburgh EH12 5BH
Tel: 0131 347 0100
E-mail: caeducation@icas.org.uk
Website: icas.org.uk

ICAS is a professional body for around 19,000 world class business professionals who work in the UK and in more than 100 countries around the world. Our members have all achieved the internationally recognised and respected CA qualification. We are an educator, examiner, regulator, and thought leader. ICAS is the first professional body for accountants and was created by Royal Charter in 1854.

MEMBERSHIP

To qualify as a CA, trainees must enter and complete a training contract with an ICAS authorised employer for a prescribed period, normally three years. They must achieve relevant work experience requirements and key competencies, study for and pass three stages of examinations and complete a course and assignment in Business Ethics. For further information please see the ICAS website.

QUALIFICATION/EXAMINATIONS

The CA qualification syllabus contains ten subjects leading to three stages of exams.

Test of Competence (TC) contains five subjects: Financial Accounting, Principles of Auditing and Reporting, Finance, Business Management, Business Law.

Test of Professional Skills (TPS): Taxation, Advanced Finance, Financial Reporting, Assurance and Business Systems.

Test of Professional Expertise (TPE) contains a multidisciplinary case study designed to apply theoretical knowledge and practical skills to a real-life situation.

In addition to including ethics within the three levels, Business Ethics forms a standalone subject and assessment.

DESIGNATORY LETTERS

CA

INSTITUTE OF FINANCIAL ACCOUNTANTS

Burford House
44 London Road
Sevenoaks
Kent TN13 1AS
Tel: 01732 458080
Fax: 01732 455848
E-mail: mail@ifa.org.uk
Website: www.ifa.org.uk

The IFA was established in 1916 and is the oldest body of non-Chartered Accountants in the world. We represent members and students in more than 80 countries, providing qualifications for those wishing to work in financial management and accountancy, and CPD for qualified Financial Accountants, particularly in SMEs.

MEMBERSHIP

Financial Accounting Executive
Associate (AFA)

Fellow (FFA)

QUALIFICATION/EXAMINATIONS

IFE Level 4 Award for SME Tax Advisers (QCF)

IFA Level 4 Award for SME Financial Accounting (International Standards) (QCF)

IFA Level 4 Diploma for SME Financial Accountants (QCF)

IFA Level 5 Diploma for SME Financial Managers (QCF)

IFA Level 5 Diploma for SME Finance and Business Managers (QCF)
The Diploma in IFRS for Accounting Professionals and the Diploma in IFRS for Business

DESIGNATORY LETTERS
QCF

INTERNATIONAL ASSOCIATION OF BOOK-KEEPERS

Suite 5
20 Churchill Square
Kings Hill
West Malling
Kent ME19 4YU
Tel: 0844 3303527
Fax: 0844 3303514
E-mail: mail@iab.org.uk
Website: www.iab.org.uk

The IAB specializes in providing high-quality, accredited and regulated financial and business qualifications. We continue to be the leading international membership body for professional book-keepers. Established in 1973, we now have many thousands of students and members worldwide.

MEMBERSHIP

Associate (AIAB)
Member (MIAB)
Fellow (FIAB)

QUALIFICATION/EXAMINATIONS

Award in Bookkeeping (Level 1)
Award in Manual Bookkeeping (Level 1)
Award in Computerized Bookkeeping (Level 1)
Certificate in Bookkeeping (Level 2)
Award in Manual Bookkeeping (Level 2)
Award in Computerized Bookkeeping (Level 2)
Certificate in Bookkeeping (Level 1)
Certificate in Bookkeeping (Level 3)
Diploma in Bookkeeping (Level 3)
Certificate in Manual Bookkeeping (Level 3)
Award in Computerized Bookkeeping (Level 3)
Diploma in Accounting to International Standards (Level 4)
Certificate in Payroll (Level 1)
Certificate in Payroll (Level 2)
Award in Computerized Payroll (Level 2)

Diploma in Payroll (Level 2)
Diploma in Payroll (Level 3)
Award in Computerized Payroll (Level 1)
Award in Computerized Payroll for Business (Level 1)
Certificate in Computerized Payroll for Business (Level 2)
Certificate in Computerized Payroll for Business (Level 3)
Award in Computerized Payroll (Level 3)
Award in Computerized Accounting for Business (Level 1)
Certificate in Computerized Accounting for Business (Level 2)
Certificate in Computerized Accounting for Business (Level 3)
Diploma in Accounting and Advanced Bookkeeping (Level 3)
Diploma in Small Business Financial Management (Level 3)
Diploma in Cost and Management Accounting (Level 3)
Diploma in Financial Information for Managers (Level 4)
Diploma in Personal and Business Tax (Level 4)

DESIGNATORY LETTERS
NCF,QCF

THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

London WC2A 3EE
Tel: 020 7059 5000
Fax: 020 7059 5050
E-mail: info@accaglobal.com
Website: www.accaglobal.com

ACCA is the largest and fastest-growing international accountancy body, with over 424,000 students and 147,000 members in 170 countries. The ACCA Qualification is an established route to professional status, and we offer continued support to our members throughout their careers.

MEMBERSHIP

Associate (ACCA)
Fellow (FCCA)

QUALIFICATION/EXAMINATIONS

Foundations in Accountancy

Certificate in International Finance Reporting
Certificate in International Finance Reporting Standard for SMEs
Diploma in International Finance Reporting
The ACCA Qualification
MBA (awarded by Oxford Brookes University; accredited by the Association of MBAs)

DESIGNATORY LETTERS

ACCA, FCCA

THE ASSOCIATION OF CORPORATE TREASURERS

51 Moorgate
London EC2R 6BH
Tel: 020 7847 2540
Fax: 020 7374 8744
E-mail: enquiries@treasurers.co.uk
Website: www.treasurers.org

The ACT is the international body for professionals working in treasury, risk and corporate finance. We are the leading examining body for international treasury, providing the widest scope of benchmark qualifications and continuing development through training, conferences and publications – including *The Treasurer* magazine.

MEMBERSHIP

Student Member
Faculty Member
Associate Member (AMCT)
Member (MCT)
Fellow (FCT)
Corporate Representative
International Affiliate

QUALIFICATION/EXAMINATIONS

Advanced Diploma in Treasury Risk and Corporate Finance (MCT)
Diploma in Treasury (AMCT)
Certificate in Financial Fundamentals (CertFin)
Certificate in International Treasury Management (CertITM)
Certificate in Corporate Finance and Funding (CertCFF)
Certificate in Financial Maths and Modelling (CertFMM)
Certificate in International Cash Management (CertICM)
Certificate in Risk Management (CertRM)

DESIGNATORY LETTERS

AMCT, MCT, FCT

THE ASSOCIATION OF INTERNATIONAL ACCOUNTANTS

Staithe 3
 The Watermark
 Metro Riverside
 Newcastle upon Tyne
 Tyne & Wear NE11 9SN
 Tel: 0191 493 0277
 Fax: 0191 493 0278
 E-mail: aia@aiaworldwide.com
 Website: www.aiaworldwide.com

AIA was founded in 1928 as a global accountancy body and has recognition as a Recognised Qualifying Body for statutory auditors, supervisory status for its members in the Money Laundering Regulations 2007 and an Awarding Body in the UK. AIA is a Prescribed Body in the ROI and is recognised in over 30 countries worldwide.

MEMBERSHIP

Student Member
 Graduate Member
 Academic Member
 Associate (AAIA)
 Fellow (FAIA)
 Honorary Member
 Retired Member

QUALIFICATION/EXAMINATIONS

Professional Accountancy Qualification
 Recognised Professional Qualification (Statutory Audit)
 QCF Level 5 Certificate in Accountancy
 QCF Level 6 Diploma in Accountancy
 QCF Level 7 Diploma in Professional Accountancy
 Auditing Diploma
 IFRS Diploma
 Management Accounting & Costing Diploma
 IFRS for SMEs Certificate

DESIGNATORY LETTERS

AAIA, FAIA

THE CHARTERED INSTITUTE OF PUBLIC FINANCE AND ACCOUNTANCY

3 Robert Street
 London WC2N 6RL
 Tel: 020 7543 5600
 Fax: 020 7543 5700
 E-mail: students@cipfa.org.uk
 Website: www.cipfa.org.uk

The CIPFA is the professional body for people in public finance. Our 14,000 members work throughout the public services and as the only UK professional accountancy body to specialize in public services, CIPFA's qualifications are the foundation for a career in public finance.

MEMBERSHIP

Affiliate
 Associate

Full Member

QUALIFICATION/EXAMINATIONS

CIPFA Professional Qualification
 Certificate in Charity Finance and Accountancy
 Certificate in International Public Sector Financial Reporting
 Certificate in International Public Sector Accounting Standards
 Certificate in Financial Reporting for Academies

THE INSTITUTE OF CERTIFIED BOOKKEEPERS

London Underwriting Centre
3 Minster Court
Mincing Lane
City of London EC3R 7DD
Tel: 0845 060 2345
Fax: 01635 298960
E-mail: info@bookkeepers.org.uk
Website: www.bookkeepers.org.uk

The ICB is the largest bookkeeping institute in the world. Our aims are to promote bookkeeping as a profession, to improve training in the principles of bookkeeping, and to establish qualifications and the award of grades of membership that recognize academic attainment, work experience and professional competence, and thereby enable qualified bookkeepers to gain recognition as an integral part of the financial world.

MEMBERSHIP

Registered Student
Affiliate
Associate Member (AICB)
Member (MICB)
Fellow (FICB)

QUALIFICATION/EXAMINATIONS

Level 1: Certificate in Basic Bookkeeping

Level 2: (Intermediate): Certificate in Computerized Bookkeeping

Level 2: (Intermediate): Certificate in Manual Bookkeeping

Level 3: (Advanced): Diploma in Computerized Bookkeeping

Level 3: (Advanced): Diploma in Manual Bookkeeping

Level 3: (Advanced): Diploma in Payroll Management

Level 3: (Advanced): Diploma in Self-Assessment Tax Returns

Level 4: (Advanced): Diploma in Financial Management (Drafting Financial Statements, Management Accounting, Personal Taxation and Business Taxation)

DESIGNATORY LETTERS

AICB, MICB, FICB

ACOUSTICS

Membership of Professional Institutions and Associations

INSTITUTE OF ACOUSTICS

St Peter's House
45-49 Victoria Street
St Albans
Hertfordshire AL1 3WZ
Tel: 01727 848195
Fax: 01727 850553
E-mail: ioa@ioa.org.uk
Website: www.ioa.org.uk

The IOA is the UK's professional body for those working in acoustics, noise and vibration, and has more than 3,000 members in research, educational, environmental, government and industrial organizations. It offers professionally recognized courses

and is licensed by the Engineering Research Council to offer registration at Chartered and Incorporated Engineer levels.

MEMBERSHIP

Student

Affiliate
Technician Member (TechIOA)
Associate Member (AMIOA)
Member (MIOA)
Fellow (FIOA)
Honorary Fellow (HonFIOA)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
Sponsor

QUALIFICATION/EXAMINATIONS

Certificate of Competence in Environmental Noise Measurement

Certificate of Competence in Workplace Noise Risk Assessment
Certificate Course in the Management of Occupational Exposure to Hand-Arm Vibration
Certificate Course in Building Acoustics Measurements
Diploma in Acoustics and Noise Control

DESIGNATORY LETTERS

TechIOA, AMIOA, MIOA, FIOA, HonFIOA, IEng, CEng

ADVERTISING AND PUBLIC RELATIONS

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF PUBLIC RELATIONS

52–53 Russell Square
London WC1B 4HP
Tel: 020 7631 6900
Fax: 020 7631 6944
E-mail: info@cipr.co.uk
Website: www.cipr.co.uk

The CIPR, founded in 1948, is the professional body for PR practitioners and has more than 9,000 members, to whom it offers information, advice, support and training. Our aim is to raise standards within the profession through the promotion of best practice and our members abide by our strict code of professional conduct.

MEMBERSHIP

Student
Affiliate
Associate (ACIPR)

Member (MCIPR)
Fellow (FCIPR)
Global Affiliate

QUALIFICATION/EXAMINATIONS

Foundation Award in Public Relations
Advanced Certificate
Diploma

DESIGNATORY LETTERS

ACIPR, MCIPR, FCIPR

INSTITUTE OF PRACTITIONERS IN ADVERTISING

44 Belgrave Square
London SW1X 8QS
Tel: 020 7235 7020
Fax: 020 7245 9904
E-mail: web@ipa.co.uk
Website: www.ipa.co.uk

The IPA is the UK's leading professional body for advertising, media and marketing communications

agencies. We promote the services of our member agencies, which have access to a range of services and

benefits, including a Legal Department, Information Centre and training courses provided by our Professional Development Department.

MEMBERSHIP

Personal Member (MIPA)
Fellow/Honorary Fellow (FIPA)
Member Agency

QUALIFICATION/EXAMINATIONS

Foundation Certificate

Advanced Certificate
LegRgs Certificate
Commercial Certificate
Search Certificate
Excellence Diploma
Eff Test

DESIGNATORY LETTERS

MIPA, FIPA

INSTITUTE OF PROMOTIONAL MARKETING

70 Margaret Street
London W1W 8SS
Tel: 020 7291 7730
E-mail: enquiries@theipm.org.uk
Website: www.theipm.org.uk

The Institute of Promotional Marketing represents promoters, agencies and service partners engaged in promotional marketing in the UK by protecting, promoting and progressing effective sales promotion across all media channels through its education, legal advice, awards, and other products and services.

MEMBERSHIP

Corporate Member

QUALIFICATION/EXAMINATIONS

Certificate in Experiential Marketing
Diploma in Motivation
Certificate in Promotional Marketing
Diploma in Promotional Marketing

DESIGNATORY LETTERS

MISP

LONDON SCHOOL OF PUBLIC RELATIONS

118A Kensington Church Street
London W8 4BH
Tel: 020 7221 3399
Fax: 020 7243 1730
E-mail: info@lspr-education.com
Website: www.lspr-education.com

Established in 1992, the London School of Public Relations (LSPR) provides up-to-date training courses for those wishing to enter public relations as a career or for those already in PR or an information/communications job who require up-to-date practical training awarded with a professional development qualification.

LSPR provides the following courses:

DIPLOMA:

- PR & Reputation Management

ADVANCED CERTIFICATES:

- Branding and Brand Management

- Corporate Social Responsibility
- Issues and Crisis Management
- Leadership and Personal Branding

CERTIFICATES:

- Writing for Business
- Feature Writing
- Social Media

Our Diploma, *PR & Reputation Management*, is awarded to delegates upon successful completion of a 10-day full-time intensive course or an 8-week part-time evening course (twice weekly, 6.30pm-8.30pm).

The Advanced Certificate courses run for 5 days, Monday-Friday. The Certificated courses are offered as day and evening courses.

LSPR also runs training programmes in Leadership, CSR, Reputation Management, Stakeholder Analysis, Crisis and Issues Management, Branding, Corporate Identity, Media Relations and Feature and Press Release Writing. Courses are also offered in-house for clients.

LSPR training programmes are approved and recognised by the Institute of Training and Occupational Learning (ITOL). LSPR operates globally with

franchises, in association with international PR bodies and agencies.

MEMBERSHIP

Institute of Training and Occupational Learning

QUALIFICATION/EXAMINATIONS

- Diploma: Examination, Assessment and a Final project
- Advanced Certificates: Critical Thinking Exercises
- Certificates: Projects and exercises

AGRICULTURE AND HORTICULTURE

Membership of Professional Institutions and Associations

INSTITUTE OF HORTICULTURE

Capel Manor College
Bullsmoor Lane
Enfield
Middlesex EN1 4RQ
Tel: 01992 707025
E-mail: ioh@horticulture.org.uk
Website: www.horticulture.org.uk

The IoH represents all those professionally engaged in horticulture in the UK and the Republic of Ireland. Our main aim is to promote the profession and its importance in food and ornamental plant production, improving the environment, providing employment and as the leisure pursuit of gardening. We are also developing CPD and mentoring schemes for our members and liaise with government and other bodies on matters of interest or concern.

MEMBERSHIP

Student Member, Affiliate, e-Affiliate, Associate (AI Hort), Member (MI Hort), Fellow (FI Hort), Group Membership

DESIGNATORY LETTERS

AI Hort, MI Hort, FI Hort

ROYAL HORTICULTURAL SOCIETY

RHS Qualifications
RHS Garden Wisley
Woking
Surrey GU23 6QB
Tel: 01483 226500
E-mail: qualifications@rhs.org.uk
Website: www.rhs.org.uk

RHS Qualifications is a recognized awarding body offering a range of qualifications in horticultural knowledge and skills. Part-time courses leading to RHS qualifications are offered by approved centres

throughout the UK and Ireland, and by distance-learning providers. The RHS School of Horticulture provides courses in practical horticultural skills.

QUALIFICATION/EXAMINATIONS

RHS Level 1 Introductory Award in Practical Horticulture
RHS Level 1 Award in Practical Horticulture
RHS Level 2 Certificate in the Principles of Plant Growth, Propagation and Development
RHS Level 2 Certificate in the Principles of Garden Planning, Establishment and Maintenance
RHS Level 2 Certificate in the Principles of Horticulture
RHS Level 2 Certificate in Practical Horticulture
RHS Level 2 Diploma in the Principles and Practices of Horticulture
RHS Level 3 Certificate in the Principles of Plant Growth, Health and Applied Propagation

RHS Level 3 Certificate in the Principles of Garden Planning, Construction and Planting
RHS Level 3 Certificate in Practical Horticulture
RHS Level 3 Diploma in the Principles and Practices of Horticulture
Master of Horticulture (RHS)
Wisley Diploma in Practical Horticulture
Certificate in Practical Horticulture
Specialist Option Certificates in:
Ornamental Horticulture
Fruit Cultivation
Rock and Alpine Gardening
Orchid Culture and Glasshouse Technique
Arboriculture
Plant Centre Management Skills

THE ROYAL BOTANIC GARDEN EDINBURGH

20A Inverleith Row
Edinburgh EH3 5LR
Tel: 0131 552 7171
Fax: 01312 482901
E-mail: education@rbge.org.uk
Website: www.rbge.org.uk

The RBGE was founded in the 17th century as a physic garden, growing medicinal plants. Now it extends over four gardens boasting a rich living collection of plants, and is a world-renowned centre for plant science and education.

QUALIFICATION/EXAMINATIONS

Certificate in Botanic Illustration
Certificate in Herbology
Certificate in the Principles of Horticulture (RHS Level 2)

Certificate in Practical Field Botany
Certificate in Practical Horticulture
Diploma in Botanical Illustration
Diploma in Garden Design
Diploma in Garden History
Diploma in Herbology
HND/BSc in Horticulture with Plantsmanship
MSc in The Biodiversity and Taxonomy of Plants

AMBULANCE SERVICE

Membership of Professional Institutions and Associations

AMBULANCE SERVICE INSTITUTE

Suite 183
Maddison House
226 High Street
Croydon CR9 1DF
E-mail: enquiries@asi-international.com
Website: www.asi-international.com

The ASI is a non-union, non-political, independent institute whose membership is dedicated to raising the standards and quality of ambulance provision and thereby improving the professionalism and quality of care available to patients. Membership is open to non-NHS personnel as well as to employees of NHS Ambulance Services.

MEMBERSHIP

Student
Member (MASI)
Licentiate (LASI)
Associate (AASI)

Graduate (GASI)
Fellow (FASI)

QUALIFICATION/EXAMINATIONS

The Institute offers professional examinations and qualifications in the areas of Pre-Hospital Care, Control and Communications, and Management, for those who desire a career in the ambulance service.

DESIGNATORY LETTERS

MASI, LASI, AASI, GASI, FASI

ARBITRATION

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTE OF ARBITRATORS

12 Bloomsbury Square
London WC1A 2LP
Tel: 020 7421 7444
Fax: 020 7404 4023
E-mail: info@ciarb.org
Website: www.ciarb.org

The CIARB is a not-for-profit, UK-registered charity with 12,000 members worldwide that exists to promote and facilitate the settlement of private disputes by arbitration and alternative dispute resolution. We provide training for arbitrators, mediators and adjudicators and act as an international centre for practitioners, policy-makers, academics and those in business concerned with the cost-effective and early settlement of disputes.

MEMBERSHIP

Associate (ACIARB)

Member (MCIARB)
Fellow (FCIARB)

QUALIFICATION/EXAMINATIONS

Introductory Certificate
Advanced Certificate
Diploma

DESIGNATORY LETTERS

ACIARB, MCIARB, FCIARB

ARCHAEOLOGY

Membership of Professional Institutions and Associations

INSTITUTE FOR ARCHAEOLOGISTS

Miller Building
University of Reading
Whiteknights
Reading
Berkshire RG6 6AB
Tel: 0118 378 6446
Fax: 0118 378 6448
E-mail: admin@archaeologists.net
Website: www.archaeologists.net

The IfA is a professional organization for all archaeologists and others involved in protecting and understanding the historic environment, with more than 3,000 members. We advance the practice of archaeology and allied disciplines by promoting professional standards and ethics for conserving, managing, understanding and enjoying our heritage.

MEMBERSHIP

Student
Affiliate
Practitioner (PIfA)
Associate (AIfA)
Member (MIfA)
Registered Organization

ARCHITECTURE

Membership of Professional Institutions and Associations

ARCHITECTS REGISTRATION BOARD

8 Weymouth Street
London W1W 5BU
Tel: 020 7580 5861
Fax: 020 7436 5269
E-mail: info@arb.org.uk
Website: www.arb.org.uk

The ARB is the regulatory body for architects in the UK. Only individuals registered with the Board can use the title 'architect'. Applicants must have passed the recognized exams at a school of architecture in

the UK (or have an equivalent non-UK professional qualification) and have at least 2 years' practical experience working under the supervision of an architect.

CHARTERED INSTITUTE OF ARCHITECTURAL TECHNOLOGISTS (CIAT)

397 City Road
London EC1V 1NH
Tel: 020 7278 2206
Fax: 020 7837 3194
E-mail: info@ciat.org.uk
Website: www.ciat.org.uk

CIAT represents professionals working and studying in the field of Architectural Technology. We are internationally recognised as the qualifying body for Chartered Architectural Technologists (MCIAT) and Architectural Technicians (TCIAT).

Profile Candidate
Associate (ACIAT)
Architectural Technician (TCIAT)
Chartered Architectural Technologist (MCIAT)
Honorary Member (HonMCIAT)

MEMBERSHIP
Student Member

DESIGNATORY LETTERS
ACIAT, TCIAT, MCIAT

ROYAL INSTITUTE OF BRITISH ARCHITECTS

66 Portland Place
London W1B 1AD
Tel: 020 7580 5533
E-mail: info@riba.org
Website: www.architecture.com

The Royal Institute of British Architects is the UK body for architecture and the architectural profession. We provide support for our 40,500 members worldwide in the form of training, technical services, publications and events, and set standards for the education of architects, both in the UK and overseas. We also work with government to improve the design quality of public buildings, new homes and new communities.

MEMBERSHIP
Student Member
Affiliate Member
Associate Member
Chartered Member
Chartered Practice

ART AND DESIGN

Membership of Professional Institutions and Associations

BRITISH ASSOCIATION OF ART THERAPISTS

Claremont
24–27 White Lion Street
London N1 9PD
Tel: 020 7686 4216
E-mail: info@baat.org
Website: www.baat.org

The BAAT is the professional organization for art therapists in the UK and has its own Code of Ethics

of Professional Practice. We maintain a comprehensive directory of qualified art therapists and work to

promote art therapy in the UK through 20 regional groups. We also have a European section and an international section.

MEMBERSHIP

Trainee Member
Associate Member
Full Member

Honorary Member
Fellow
Corporate Member

QUALIFICATION/EXAMINATIONS

The BAAT organizes a programme of CPD courses for Art Therapists. For details see the website.

BRITISH ASSOCIATION OF PAINTINGS CONSERVATOR-RESTORERS

PO Box 258
Norwich NR13 4WY
Tel: 01603 516237
Fax: 01603 510985
E-mail: office@bapcr.org.uk
Website: www.bapcr.org.uk

The BAPCR (founded in 1943 as the Association of British Picture Restorers) is the professional association for conservator-restorers of paintings and has more than 400 members worldwide. Our aims are to advance the profession by providing means for CPD to our members and thereby a service to the public.

MEMBERSHIP

Associate (Student)
Associate
Fellow

D&AD (BRITISH DESIGN & ART DIRECTION)

Britannia House
68-80 Hanbury Street
London E1 5JL
Tel: 020 7840 1111
Fax: 020 7840 0840
E-mail: info@dandad.co.uk
Website: www.dandad.org

Founded in 1962, D&AD is a professional association and educational charity with a membership of more than 2,000, working on behalf of the design and advertising communities. Our mission is to set creative standards, educate and inspire the next creative generation, and promote the importance of good design and advertising to business as a whole.

MEMBERSHIP

Awarded
Professional
Education Network

SOCIETY OF DESIGNER CRAFTSMEN (SDC)

24 Rivington Street
 London EC2A 3DU
 Tel: 07531 798983
 E-mail: info@societyofdesignercraftsmen.org.uk
 Website: www.societyofdesignercraftsmen.org.uk

The Society, which was founded in 1887 as the Arts and Crafts Exhibition Society, is the largest and oldest multi-craft society in the UK. Our aim is to emphasize designer-making where innovation, originality and quality are important; we provide promotional services and exhibiting opportunities to members.

MEMBERSHIP

Associate
 Licentiate (LSDC)
 Member (MSDC)
 Fellow (FSDC)

DESIGNATORY LETTERS

LSDC, MSDC, FSDC

THE CHARTERED SOCIETY OF DESIGNERS

1 Cedar Court
 Royal Oak Yard
 Bermondsey Street
 London SE1 3GA
 Tel: 020 7357 8088
 Fax: 020 7407 9878
 E-mail: info@csd.org.uk
 Website: www.csd.org.uk

The CSD, which was founded in 1930, is the professional body for designers and has more than 3,000 members. We promote sound principles of design in all areas in which design considerations apply, further design practice and encourage the study of design techniques for the benefit of the community.

MEMBERSHIP

Student Member
 Associate (Assoc. CSD)
 Member (MCSD)
 Fellow (FCSD)

DESIGNATORY LETTERS

MCSD, FCSD

THE INDEX OF PROFESSIONAL MASTER DESIGNERS

Kensington House
 33 Imperial Square
 Cheltenham Spa
 Gloucestershire GL50 1QZ
 Tel: 08701 161823
 Fax: 08702 626146
 E-mail: masterdesigners@kensington-house.com

The Index was formed to provide a register of designers practising in all areas of design. Our objectives are to enable designers to achieve recognition and attain qualifications and also to accredit

schools and training organizations offering suitable courses.

MEMBERSHIP

Student
Professional Designer (IPMD (DIP))
Master Designer (IPMD (MAS))

QUALIFICATION/EXAMINATIONS

Certificate of Excellence – Interior Design Students

DESIGNATORY LETTERS

IPMD (DIP), IPMD (MAS)

ASTRONOMY AND SPACE SCIENCE

Membership of Professional Institutions and Associations

THE BRITISH INTERPLANETARY SOCIETY

27/29 South Lambeth Road
London SW8 1SZ
Tel: 020 7735 3160
Fax: 020 7587 5118
E-mail: info@bis-space.com
Website: www.bis-space.com

The BIS was formed in 1933 and has been at the forefront of actively promoting new ideas on space exploration at technical, educational and popular levels for 80 years. We serve the interests of those professionally involved with space, promote fundamental space research, technology and applications, encourage technical and scientific space studies, and undertake educational activities on space topics.

MEMBERSHIP

Member
Fellow (FBIS)

DESIGNATORY LETTERS

FBIS

AVIATION

Membership of Professional Institutions and Associations

THE GUILD OF AIR PILOTS AND AIR NAVIGATORS

Cobham House
9 Warwick Court
London WC1R 5DJ
Tel: 020 7404 4032
Fax: 020 7404 4035
E-mail: gapan@gapan.org
Website: www.gapan.org

The Guild, an active Livery Company of the City of London, represents pilot and navigator interests within all areas of aviation. Most of our members are, or have been, professional licence holders, or hold a private licence. Our aims include promoting the highest standards of air safety, liaising with all authorities connected with licensing, training and legislation, providing advice and facilitating exchange of information.

MEMBERSHIP

Associate
Freeman
Upper Freeman

QUALIFICATION/EXAMINATIONS

Master Air Pilot Certificate
Master Air Navigator Certificate
Master Rearcrew Certificate

THE GUILD OF AIR TRAFFIC CONTROL OFFICERS

4 St Mary's Road
Bingham
Nottingham
Nottinghamshire NG13 8DW
Tel: 01949 876405
Fax: 01949 876405
E-mail: caf@gatco.org
Website: www.gatco.org

Founded in 1954, GATCO is an independent professional organization that exists to promote honourable practice and the highest standards in all aspects of aviation. It is dedicated to the safety of all who seek their livelihood or pleasure in the air.

MEMBERSHIP

Student Member
Associate Non-Operational Member

Associate Operational Member
Full Member
Corporate Member

QUALIFICATION/EXAMINATIONS

Qualifying criteria apply to all membership categories. Further information should be sought from GATCO Ltd, Central Administrative Facility (CAF).

AWARDS

Membership of Professional Institutions and Associations

CONSORTIUM OF PROFESSIONAL AWARDING BODIES (COPAB)

40 Archdale Road
East Dulwich
London SE22 9HJ
Tel: 0208 693 0555
Fax: 0208 693 0555
E-mail: secretary@copab.net; profblankson@snp.org.uk
Website: www.copab.net

Consortium of Professional Awarding Bodies (COPAB) was incorporated in 2012. It strives to become the best and the biggest global professional awarding body representing educational, vocational, technical, scientific and professional awarding bodies worldwide. It also aims to foster the ideals and objectives of professional, career membership and registering bodies on a global scale.

MEMBERSHIP

There is only one membership grade: Member Consortium of Professional Awarding Bodies.

QUALIFICATION/EXAMINATIONS

To join COPAB, you must be a professional awarding body operating in the United Kingdom and/or internationally.

BENEFITS (AMONG OTHERS)

- ◆ To promote information on professional bodies by discussions and lectures
- ◆ To encourage the study of various professional bodies
- ◆ To join other professional bodies for convocations
- ◆ To cooperate with other members
- ◆ To promote reciprocal agreements, where necessary
- ◆ To receive COPAB's wall shield
- ◆ To receive COPAB's Journal
- ◆ To use COPAB's logo on letterheads and advertising materials

DESIGNATORY LETTERS

MCOPAB

BANKING

Membership of Professional Institutions and Associations

IFS SCHOOL OF FINANCE

8th Floor
Peninsular House
36 Monument Street
London EC3R 8LJ
Tel: 0207 4447111
Fax: 0207 4447115
E-mail: customerservices@ifslearning.ac.uk
Website: www.ifslearning.ac.uk

The ifs School of Finance is a world-class provider of financial learning, and has more than 50,000 students in over 90 countries. Having built a reputation for excellence in learning, all the qualifications it provides combine innovation and quality, and draw from over 130 years of educational experience.

MEMBERSHIP

Member
Student Member

Associate
Fellow
Chartered Associate
Chartered Fellow

QUALIFICATION/EXAMINATIONS

The ifs offers a wide range of qualifications for those employed or aspiring to a career in the financial services industry, and for consumers. For details see www.ifslearning.ac.uk

THE CHARTERED INSTITUTE OF BANKERS IN SCOTLAND

Drumsheugh House
38B Drumsheugh Gardens
Edinburgh EH3 7SW
Tel: 0131 473 7777
Fax: 0131 473 7788
E-mail: info@charteredbanker.com
Website: www.charteredbanker.com

The Chartered Institute of Bankers in Scotland provides world-class professional qualifications for both the UK and international markets. Our vision for the financial services industry is one of professionalism. We are the only organisation in the world entitled to award the designation 'Chartered Banker' to its members.

MEMBERSHIP

Student
Affiliate
Associate (ACIBS)

Member (MCIBS)
Fellow (FCIBS)

QUALIFICATION/EXAMINATIONS

Certificate
Diploma
Advanced Diploma
Chartered Banker

DESIGNATORY LETTERS

ACIBS, MCIBS, FCIBS

BEAUTY THERAPY AND BEAUTY CULTURE

Membership of Professional Institutions and Associations

BRITISH ASSOCIATION OF BEAUTY THERAPY AND COSMETOLOGY LTD

BABTAC Limited
Ambrose House, Meteor Court
Barnett Way
Barnwood
Gloucester GL4 3GG
Tel: 0845 250 7277
Fax: 01452 611599
E-mail: info@babtac.com
Website: www.babtac.com

BABTAC was formed in 1977 and is a non-profit-making organization for beauticians and therapists in the UK. Members work to a rigorous code of ethics and good practice, both in terms of the treatments and therapies they offer and the way they conduct their relationships with their clients. CIBTAC, an international, educational awarding body that works closely with BABTAC, offers over 30 internationally recognized diplomas in beauty and complementary therapies to accredited colleges and students in the UK and abroad.

MEMBERSHIP

Student Member
Associate Member
Full Therapist Member
Full Hairdresser Member
Salon and Spa Member
International Member

QUALIFICATION/EXAMINATIONS

BABTAC offers a programme of short courses. For details see the BABTAC website. For CIBTAC diplomas see www.cibtac.com/courses_home.htm

BRITISH INSTITUTE AND ASSOCIATION OF ELECTROLYSIS LTD

40 Parkfield Road
Ickenham
Middlesex UB10 BLW
Tel: 08445 441373
E-mail: sec@electrolysis.co.uk
Website: www.electrolysis.co.uk

The BIAE is a non-profit-making organisation that demands a high standard of skill and ethical conduct from its members, who are spread throughout the UK and overseas. Candidate Electrolysisists must complete the rigorous assessments, both theoretical and practical, of the BIAE Examining Board before being accepted onto the Register.

MEMBERSHIP

Member

QUALIFICATION/EXAMINATIONS

Certificate in Remedial Electrolysis (CRE)

FEDERATION OF HOLISTIC THERAPISTS

18 Shakespeare Business Centre
Hathaway Close
Eastleigh
Hampshire SO50 4SR
Tel: 023 8062 4350
Fax: 023 8062 4396
E-mail: info@fht.org.uk
Website: www.fht.org.uk

The FHT is the leading and largest professional beauty, sports and complementary therapist association in the UK, which has been representing the interests of holistic therapists since 1962. The FHT leads the industry by offering its members a Code of Conduct and Professional Practice, public liability insurance, access to regulation, a robust CPD programme with auditing, class-leading journal, local therapist network, and comprehensive business and public affairs updates.

MEMBERSHIP

Student

Affiliate
Associate
Member
Fellow
International

QUALIFICATION/EXAMINATIONS

Please see the FHT's website.

DESIGNATORY LETTERS

MFHT, FFHT, AFHT, AfFHT

ITEC

2nd Floor, Chiswick Gate
598-608 Chiswick High Road
London W4 5RT
Tel: 020 8994 4141
Fax: 020 8994 7880
E-mail: info@itecworld.co.uk
Website: www.itecworld.co.uk

ITEC is an international examination board offering a variety of qualifications in the beauty therapy, complementary therapy and sports therapy sectors worldwide. We also offer teacher training courses in: Skincare; Make-up; Manicure and Pedicure; Waxing;

Holistic Massage; Aromatherapy; Reflexology; Body Treatments; and other areas as required.

QUALIFICATION/EXAMINATIONS

Please see the ITEC website.

BIOLOGICAL SCIENCES

Membership of Professional Institutions and Associations

INSTITUTE OF BIOMEDICAL SCIENCE

12 Coldbath Square
 London EC1R 5HL
 Tel: 020 7713 0214
 Fax: 020 7837 9658
 E-mail: mail@ibms.org
 Website: www.ibms.org

The IBMS is the professional body for biomedical scientists in the UK. We aim to promote and develop the role of biomedical science within healthcare to deliver the best possible service for patient care and safety.

MEMBERSHIP

eStudent
 Associate
 Licentiate (LIBMS)
 Member (MIBMS)
 Fellow (FIBMS)
 Company Member

QUALIFICATION/EXAMINATIONS

Certificate of Achievement Part I and II
 Certificate of Competence (also required for registration with the Health and Care Professions Council (HCPC))
 Specialist Diploma in:
 Cellular Pathology, Clinical Biochemistry, Clinical

Immunology, Cytopathology, Haematology & Transfusion Science, Histocompatibility & Immunogenetics (developed in conjunction with BSHI), Medical Microbiology, Transfusion Science, Virology.
 Diploma of Specialist Practice
 Higher Specialist Diploma in:
 Cellular Pathology, Clinical Chemistry, Cytopathology, Haematology, Immunology, Histocompatibility & Immunogenetics (developed in conjunction with BSHI), Medical Microbiology, Transfusion Science, Virology.
 Diploma of Higher Specialist Practice
 Complementary qualifications/examinations related to areas of scientific expertise (available to Members and/or Fellows)
 Certificates and Diplomas of Expert Practice
 Advanced Specialist Diplomas

DESIGNATORY LETTERS

LIBMS, MIBMS, FIBMS

SOCIETY OF BIOLOGY

Charles Darwin House
 12 Roger Street
 London WC1N 2JU
 Tel: 020 7685 2550
 E-mail: info@societyofbiology.org
 Website: www.societyofbiology.org

The Society of Biology aims to be a single unified voice for biology: advising government and influencing policy; advancing education and professional development; supporting members; and engaging and encouraging public interest in the life sciences.

MEMBERSHIP

Associate Member (AMSB)
 Member (MSB)
 Fellow (FSB)
 Chartered Biologist (CBiol)
 Affiliate
 Student
 BioNet

DESIGNATORY LETTERS
AMSB, MSB, FSB, CBiol

BREWING

Membership of Professional Institutions and Associations

INSTITUTE OF BREWING & DISTILLING

33 Clarges Street
Mayfair
London W1J 7EE
Tel: 020 7499 8144
Fax: 020 7499 1156
E-mail: enquiries@ibd.org.uk
Website: www.ibd.org.uk

The IBD is a members' organization dedicated to the education and training needs of brewers and distillers and those in related industries. We do this by offering a range of internationally recognized qualifications and the training to support them, through either direct instruction or distance learning.

MEMBERSHIP

Member
Honorary Member
Senior Member
Fellow (FIBD)
Honorary Fellow
Corporate Member
Student Member
Member in Retirement
Certificate Member

QUALIFICATION/EXAMINATIONS

Certificate in the Fundamentals of Brewing and Packaging of Beer (FBPB) (City & Guilds Level 2)

Certificate in the Fundamentals of Distilling (FD) (City & Guilds Level 2)
General Certificate in Brewing (GCB) (City & Guilds Level 3)
General Certificate in Distilling (GCD) (City & Guilds Level 3)
General Certificate in Packaging (GCP) (City & Guilds Level 3)
Diploma in Packaging (Dipl.Pack) (City & Guilds Level 4)
General Certificate in Spirits Packaging
General Certificate in Malting
Diploma in Brewing (Dipl.Brew) (City & Guilds Level 4)
Diploma in Distilling (Dipl.Distil) (City & Guilds Level 4)
Master Brewer (MBrew)

DESIGNATORY LETTERS

Dipl.Brew, Dipl.Distil, Dipl.Pack, MBrew, FIBD, Hon FIBD

BUILDING

Membership of Professional Institutions and Associations

INSTITUTE OF ASPHALT TECHNOLOGY

PO Box 17399
Edinburgh EH12 1FR
Tel: 01506 238397
E-mail: info@instituteofasphalt.org
Website: www.instofasphalt.org

The IAT is the UK's professional body for persons working in asphalt technology and those interested in aspects of the manufacture, placing, technology and uses of materials containing asphalt or bitumen. A fully audited CPD system for members has been available since 1994 and is now also offered in computerized format for ease of data entry and auditing, via members' own PCs.

Technician (TIAT)
Affiliate (AIAT)
Member (MIAT)
Fellow (FIAT)
Associate Member (AMIAT)
Honorary Fellow (Hon FIAT)

DESIGNATORY LETTERS
Tech IAT, AIAT, MIAT, FIAT

MEMBERSHIP
Student (SIAT)

THE CHARTERED INSTITUTE OF BUILDING

Englemere
Kings Ride
Ascot
Berkshire SL5 7TB
Tel: 01344 630700
Fax: 01344 630777
E-mail: reception@ciob.org.uk
Website: www.ciob.org

The CIOB is the international voice of the construction industry. CIOB members are largely Construction Managers engaged in managing the development, conservation and improvement of the built environment, with a common commitment to achieving and maintaining the highest possible standards.

MEMBERSHIP
Student Member
Associate (ACIOB)
Incorporated (ICIOB)
Member (MCIOB)
Fellow (FCIOB)
Chartered Environmentalist (CENV)
Student in Employment
Educationalist
Concessionary

QUALIFICATION/EXAMINATIONS

The CIOB has routes to membership to suit a range of professionals from those with degrees or vocational qualifications to those with experience but no formal qualifications. All our members have a strong commitment to improve and develop themselves in a challenging and exciting career.

Chartered Member status is recognized internationally as the mark of a skilled professional in the construction industry. CIOB members are from a wide range of professions in the construction industry.

To find out more about our membership qualifications and joining the CIOB just visit our website www.ciob.org

Building

The CIOB Awarding Body offers a suite of qualifications to enable site operatives to progress into management roles.

Level 3 Diploma in Site Supervisory Studies

Level 4 Certificate in Site Management

Level 4 Diploma in Site Management

The CIOB qualifications develop the skills and confidence to manage and coordinate all types of construction projects. The site management

qualifications are nationally recognized and allow the learner to progress to higher education and National Vocational Qualifications (NVQs).

For more information on the Site Management Qualifications visit the website at www.ciob.org.uk/education/courseinfo/sitemanagement

DESIGNATORY LETTERS

ACIOB, ICIOB, MCIOB, FCIOB, CENV

THE INSTITUTE OF CARPENTERS

32 High Street

Wendover

Buckinghamshire HP22 6EA

Tel: 0844 879 7696

Fax: 01296 620981

E-mail: info@instituteofcarpenters.com

Website: www.instituteofcarpenters.com

The IOC was founded in 1890 to oversee training for carpenters and joiners and maintain high professional standards at a time when many feared that traditional skills were being lost. Today, while remaining committed to our original aims, we embrace many other wood craftsmen, such as shopfitters, furniture and cabinetmakers, boat builders (woodworking skills), structural post & beam carpenters (heavy structural timber framers), wheelwrights, wood carvers and wood turners, and offer professional status to those holding recognized qualifications.

MEMBERSHIP

Student

Mature Student

Affiliate

Licentiate (LIOC)

Member (MIOC)

Fellow (FIOC)

College Member

Corporate Member

Corporate Associate

QUALIFICATION/EXAMINATIONS

Foundation Examination

Intermediate Examination

Advanced Craft Examination

Fellowship Examination

Setting-Out Course

DESIGNATORY LETTERS

LIOC, MIOC, FIOC

THE INSTITUTE OF CLERKS OF WORKS AND CONSTRUCTION INSPECTORATE OF GREAT BRITAIN INC

28 Commerce Road

Lynch Wood

Peterborough PE2 6LR

Tel: 01733 405160

Fax: 01733 405161

E-mail: info@icwci.org

Website: www.icwci.org

The ICWCI is the professional body that supports quality construction through inspection. As a

membership organization, we provide a support network of meeting centres, technical advice,

publications and events to help keep our members up to date with the ever-changing construction industry.

MEMBERSHIP

Student
Licentiate (LICWCI)
Member (MICWCI)

Fellow (FICWCI)
Life Member
Honorary Member

DESIGNATORY LETTERS

LICWCI, MICWCI, FICWCI

BUSINESS STUDIES

Membership of Professional Institutions and Associations

ASSOCIATION OF BUSINESS RECOVERY PROFESSIONALS (R3)

8th Floor
120 Aldersgate Street
London EC1A 4JQ
Tel: 020 7566 4200
Fax: 020 7566 4224
E-mail: association@r3.org.uk
Website: www.r3.org.uk

The Association of Business Recovery Professionals (known by its brand name 'R3') is the leading professional association for insolvency, business recovery and turnaround specialists in the UK. A not-for-profit organization, it promotes best practice for professionals working with financially troubled individuals and businesses, and provides a forum for debate on key issues facing the profession.

MEMBERSHIP

New Professional (Student) Member

New Professional (Networking) Member
Associate Member (AABRP)
Full Member (MABRP)
Fellow (FABRP)

QUALIFICATION/EXAMINATIONS

R3 provides comprehensive Continuing Professional Education in the field of Insolvency and Restructuring. For details of courses see R3's website.

DESIGNATORY LETTERS

AABRP, MABRP, FABRP

INSTITUTE OF ASSESSORS AND INTERNAL VERIFIERS

PO Box 1138
Warrington WA4 9GS
Tel: 01925 485 786
E-mail: office@iavltd.co.uk
Website: www.iavltd.co.uk

The IAV is the professional organization representing assessors and internal verifiers in the UK in vocational training and assessment.

MEMBERSHIP

Affiliate Member
Associate Member
Licentiate Member

THE ACADEMY OF EXECUTIVES & ADMINISTRATORS

Head Office
Warwick Corner
42 Warwick Road
Kenilworth
Warwickshire CV8 1HE
Tel: 01926 866623
E-mail: info@academyofexecutivesandadministrators.org.uk
Website: www.academyofexecutivesandadministrators.org.uk

The Academy of Executives & Administrators was founded in 2002 to give professional status and recognition to the knowledge and skills of executives and administrators. We encourage excellence and flexibility in the changing environment of executive and administrative roles, and support lifelong learning to help members fulfil their career ambitions.

MEMBERSHIP

Student Member (StudAEA)
Associate Member (AMAEA)
Member (MAEA)

Fellow (FAEA)
Companion (CAEA)

QUALIFICATION/EXAMINATIONS

Associate Diploma for Business Economists
Associate Diploma for Financial Managers
Associate Diploma for Assistant Accountants
Associate Diploma for Assistant Corporate Accountants
Associate Diploma for Trainers
Certified Administration Practitioner
Certified Executive Practitioner

THE ACADEMY OF MULTI-SKILLS

Head Office
Suite 3, 219 Bow Road
London
Middlesex E3 2SJ
Tel: (0)709 201 2910
E-mail: registrar@academyofmultiskills.co.uk
Website: www.academyofmultiskills.co.uk

The Academy of Multi-Skills was founded in 1995 to give professional recognition to multi-skilled personnel, skilled trades, crafts and professions. The Academy encourages a positive and energetic attitude to the challenges of careers that require diversity, creativity and intellect, and recognizes the valuable contribution that these skills provide to society.

MEMBERSHIP

Technician (TAMS)
Associate (AAMS)
Fellow (FAMS)
Doctoral Fellow (DFAMS)

QUALIFICATION/EXAMINATIONS

Members may choose to enhance their qualifications via our diploma, HND, post-graduate and doctoral diploma courses.

We have arrangements with other prestigious organisations which our members may choose to join to obtain further qualifications.

Discounts are available to our members from organisations ranging from books to overseas conferences.

DESIGNATORY LETTERS

TAMS, AAMS, FAMS, DFAMS

THE FACULTY OF SECRETARIES AND ADMINISTRATORS (1930) WITH THE ASSOCIATION OF CORPORATE SECRETARIES

Brightstowe
Catteshall Lane
Godalming
Surrey GU7 1LL
Tel: 01483 427323
E-mail: facultyofsecretaries@gmail.com
Website: www.facultyofsecretaries.co.uk

The Faculty and Association is a professional body for company and corporate secretaries whose prime qualified designation is that of Certified Public or Corporate Secretary.

MEMBERSHIP

Membership Fellows (FFCS)
Associates (AFCS)
Member (MACS)
Ordinary Member
Student Member
Licentiate (AFCS)
Corporate

QUALIFICATION/EXAMINATIONS

Part 1 The Generic Business Assessment to ONC/D Level
Part 2 Professional Papers in Company Secretarial Practice, Company Law and Management, Secretarial and Administrative Practice, Commercial Law
Part 3 Professional Meetings Law and Procedure, Company Taxation, Accountancy and Finance, Company Law

DESIGNATORY LETTERS

FFCS, AFCS, MACS

THE INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS

16 Park Crescent
London W1B 1AH
Tel: 020 7580 4741
Fax: 020 7323 1132
E-mail: studentsupport@icsaglobal.com
Website: www.icsaglobal.com

The Institute of Chartered Secretaries and Administrators is the international qualifying and membership body for the Chartered Secretary profession. With a global community of 37,000 members we provide Chartered Membership, training and a professional qualifying scheme to set you on the path to a diverse, challenging and rewarding career.

MEMBERSHIP

Affiliate
Graduate (GradICSA)
Associate (ACIS)
Fellow (FCIS)

QUALIFICATION/EXAMINATIONS

Chartered Secretaries Qualifying Scheme (CSQS)
Certificate in Offshore Finance and Administration
Diploma in Offshore Finance and Administration
Certificate in Company Secretarial Practice and Share Registration Practice
Certificate in Irish Company Secretarial Practice and Share Registration Practice
Certificate in Employee Share Plans
Postgraduate Certificate in Charity Management
ICSA Certificate in Further Education Governance

DESIGNATORY LETTERS

GradICSA, ACIS, FCIS

CATERING AND INSTITUTIONAL MANAGEMENT

Membership of Professional Institutions and Associations

BII

Wessex House
80 Park Street
Camberley
Surrey GU15 3PT
Tel: 01276 684449
E-mail: info@bii.org
Website: www.bii.org

Founded in 1981, BII is the professional body for the licensed retail sector with a remit to raise standards throughout the industry. BIIAB, the wholly owned awarding body of BII, does this through offering qualifications specifically tailored to, and designed in conjunction with, the industry.

MEMBERSHIP

There is a wide range of membership grades available, from those who have just started their careers in licensed retailing to those who have been in the industry for many years. The grade of membership awarded depends on both experience and qualifications and is determined by a points system. Member of the Hotel Catering and Management Association, HCIMA.

QUALIFICATION/EXAMINATIONS

Qualifications for licensing

- Award for Designated Premises Supervisors (Level 2)
- Award for Licensing Practitioners (Alcohol) (Level 2)
- Award for Personal License Holders (Level 2)
- Award for Upskilling Door Supervisors (Level 2)
- Award for Upskilling Door Supervisors (Scotland)
- Award in Door Supervision (Level 2)
- Award in Door Supervision (Scotland)
- Award in Door Supervision (Northern Ireland)
- Award in CCTV Operations (Public Space Surveillance) (Scotland)
- Award in Crime Scene Preservation (Level 2)
- Award in Drug Awareness for Licensed Hospitality Staff (Level 2)
- Award in Fire Safety (Level 2)
- Scottish Certificate for Licensees (Drugs Awareness)
- Award in Isle of Man Licensing Law
- Award in Jersey Licensing Law
- Qualifications for new licensed retail managers
- Award in Licensed Retailing (Level 2)

Award in Beer and Cellar Quality (Cask and Keg) (Level 2)

Award in Beer and Cellar Quality (Keg) (Level 2)

Scottish Certificate in Licensed Retailing

Qualifications for staff development

Award in Kitchen Management (Level 3)

Award in Introduction to Employment in the Hospitality Industry (Level 1)

Professional Barperson's Qualification

Award in Conflict Management for Licensed Premises Staff (Level 2)

Award in Customer Service Excellence (Licensed Hospitality)

Award in Food Safety in Catering (Level 2)

Award in Health and Safety in the Workplace (Level 2)

Isle of Man Security Staff Qualification

Qualifications for management development

Award in Licensed Hospitality Operations (Level 2)

Certificate in Licensed Hospitality Operations (Level 2)

Certificate in Licensed Hospitality Skills (Level 2)

Award in Hospitality Business Management (Level 3)

Certificate in Hospitality Business Management (Level 3)

Certificate in Multiple Licensed Premises Management (Level 4)

Qualifications for personal and social responsibility

Award in Alcohol Awareness (Level 1)

Award in Assessment of Licensed Premises (Social Responsibility) (Level 2)

Award in Assessment of Licensed Premises (Social Responsibility) (Scotland)

GUILD OF INTERNATIONAL PROFESSIONAL TOASTMASTERS

Life President: Ivor Spencer
22 Great Mead
Denmead
Waterlooville
Hampshire PO7 6HH
Tel: 07802 250477
E-mail: info@guildoftoastmasters.co.uk
Website: www.guildoftoastmasters.co.uk

The Guild of Professional Toastmasters was established over 30 years ago to improve standards in the profession and support its members. A 5-day course is offered to prospective members, who may apply for membership upon successful completion of the course. Applications are considered by the Fellows of the Guild.

MEMBERSHIP

Fellow (FGIntPT)

DESIGNATORY LETTERS

FGIntPT

INSTITUTE OF HOSPITALITY

Trinity Court
34 West Street
Sutton
Surrey SM1 1SH
Tel: 020 8661 4900
Fax: 020 8661 4901
E-mail: awardingbody@instituteofhospitality.org
Website: www.instituteofhospitality.org

The Institute of Hospitality is the professional body for managers and aspiring managers in the hospitality, leisure and tourism industries and has a worldwide membership. We offer professional qualifications, accredit academic programmes of study, endorse training courses and provide a wide range of membership benefits to support career development.

MEMBERSHIP

Student Member

Affiliate

Associate (AIH)

Member (MIH)

Fellow (FIH)

DESIGNATORY LETTERS

AIH, MIH, FIH

CHEMISTRY

Membership of Professional Institutions and Associations

SOCIETY OF COSMETIC SCIENTISTS

Suite 5
Langham House West
Mill Street
Luton
Bedfordshire LU1 2NA
Tel: 01582 726661
Fax: 01582 405217
E-mail: gem.bektas@btconnect.com
Website: www.scs.org.uk

The main object of the Society, which was formed in 1948, is to advance the science of cosmetics. We endeavour to do this by attracting highly qualified scientists with both academic and industrial experience in cosmetics or a related science to our membership of around 900 members, and by means of our publications, educational programmes and scientific meetings.

MEMBERSHIP

Student
Affiliate
Associate Member
Member – B Grade
Member – A Grade
Honorary Member

QUALIFICATION/EXAMINATIONS

Certificate of Higher Education in Cosmetic Science

THE OIL AND COLOUR CHEMISTS' ASSOCIATION

The Oval
14 West Walk
Leicester LE1 7NA
Tel: 0116 257 5488
Fax: 0116 257 5499
E-mail: admin@occa.org.uk
Website: www.occa.org.uk

OCCA, founded in 1918, is a learned society comprising individual qualified persons employed in, or associated with, the worldwide surface coatings industries. Most of our members work in a technical capacity, but there are senior personnel from throughout the surface coating industries. The word 'oil' in our title refers to vegetable oils, which once formed a major part of surface coatings' formulations.

MEMBERSHIP

Student Member
Ordinary Member
Honorary Member
Licentiate (LTSC)
Associate (ATSC)
Fellow (FTSC)
Chartered Scientist (CSci)

DESIGNATORY LETTERS

LTSC, ATSC, FTSC, CSci

THE ROYAL SOCIETY OF CHEMISTRY

Thomas Graham House
Science Park
Milton Road
Cambridge CB4 0WF
Tel: 01223 420066
Fax: 01223 423623
E-mail: membership@rsc.org
Website: www.rsc.org

The RSC is the UK professional body for chemical scientists and an international learned society for advancing the chemical sciences. With over 46,000 members worldwide and an internationally acclaimed publishing business, our activities span education and training, conferences, science policy and the promotion of the chemical sciences to the public.

MEMBERSHIP

Affiliate
Associate Member (AMRSC)
Member (MRSC)
Fellow (FRSC)

QUALIFICATION/EXAMINATIONS

NVQ Analytical Chemistry (Level 5)
Registered Scientist and Registered Science Technician
MSc in Chemical Technology and Management
Mastership in Chemical Analysis (MChemA)
Chartered Chemist (CChem)
Chartered Scientist (CSci)

DESIGNATORY LETTERS

AMRSC, MRSC, FRSC, CChem

CHIROPODY

Membership of Professional Institutions and Associations

BRITISH CHIROPODY AND PODIATRY ASSOCIATION

The New Hall
149 Bath Road
Maidenhead
Berkshire SL6 4LA
Tel: 01628 632440
Fax: 01628 674483
E-mail: membership@bcha-uk.org
Website: www.bcha-uk.org

The BChA, formed in 1959, is the largest professional organization in the UK representing the interests of independent private chiropractors / podiatrists. Since 2005 we have added foothold practitioners to include our 7,000 members, most of whom work mainly in private practice. Those who are registered with the Health Professions Council may work in the NHS or in education.

MEMBERSHIP

Member (MSSCh & MBChA) – Podiatrists

Fellow (FSSCh) – Podiatrist

Associate members are foothold practitioners trained by The SMAE Institute.

QUALIFICATION/EXAMINATIONS

Diploma in Podiatric Medicine (DipPodMed)
Foothold practitioners carry the qualification – MAFHP

DESIGNATORY LETTERS

MSSCh, MBChA, FSSCh and MAFHP

THE INSTITUTE OF CHIROPODISTS AND PODIATRISTS

150 Lord Street
Southport
Merseyside PR9 0NP
Tel: 01704 546141
E-mail: secretary@iocp.org.uk
Website: www.iocp.org.uk

The IOCP represents all levels of the profession and our CPD is open to both members and non-members, as by elevating professional standards we aim to improve public safety. We have branches throughout the UK and the Republic of Ireland, and members overseas, and hold lectures, seminars and workshops to enable members to keep up to date.

MEMBERSHIP

Full Member
Student
Associate

THE SOCIETY OF CHIROPODISTS AND PODIATRISTS

1 Fellmongers Path
Tower Bridge Road
London SE1 3LY
Tel: 020 7234 8620
E-mail: enq@scpod.org
Website: www.scpod.org

The SCP is the professional body and trade union for registered podiatrists. Membership is restricted to those qualified for registration and the Society represents around 10,000 NHS podiatrists, private practitioners and students. We monitor standards of undergraduate education and provide opportunities for CPD for our members.

MEMBERSHIP

Member (MChS)
Associate

DESIGNATORY LETTERS

MChS

CHIROPRACTIC

Membership of Professional Institutions and Associations

MCTIMONEY CHIROPRACTIC ASSOCIATION

Crowmarsh Gifford
Wallingford
Oxfordshire OX10 8DJ
Tel: 01491 829211
Fax: 01491 829492
E-mail: admin@mctimoney-chiropractic.org
Website: www.mctimoneychiropractic.org

The McTimoney Chiropractic Association is the professional association for McTimoney

chiropractors, who in the UK are registered with the General Chiropractic Council.

MEMBERSHIP

Provisional Member
Full Member
Fellow

DESIGNATORY LETTERS

MMCA

SCOTTISH CHIROPRACTIC ASSOCIATION

1 Chisholm Avenue
Bishopton
Renfrewshire PA7 5JH
Tel: 0141 404 0260
E-mail: admin@sca-chiropractic.org
Website: www.sca-chiropractic.org

The SCA was formed in 1979 and now has more than 60 members practising in Scotland and over 120 associated members elsewhere in the UK and abroad. Our aims are to enhance the chiropractic profession in the UK, maintain high standards of professional

practice, and provide advice and support to our members.

MEMBERSHIP

Member

UNITED CHIROPRACTIC ASSOCIATION

1st Floor
45 North Hill
Plymouth
Devon PL4 8EZ
Tel: 01752 658785
Fax: 01752 658786
E-mail: admin@united-chiropractic.org
Website: www.united-chiropractic.org

The UCA is a UK-based organization for qualified, professional, principal-based chiropractors, associates and students. Full membership is open to qualified, GCC-registered chiropractors from any recognized school of chiropractic.

Affiliate

1st Year Graduate
2nd Year Graduate
Full Member
Overseas Member

MEMBERSHIP

Student
Associate

THE CHURCHES

Membership of Professional Institutions and Associations

BAPTIST UNION OF SCOTLAND

48 Speirs Wharf
Glasgow G4 9TH
Tel: 0141 423 6169
Fax: 0141 424 1422
E-mail: admin@scottishbaptist.org.uk
Website: www.scottishbaptist.org.uk

The Baptist Union of Scotland was formed in 1869, when 51 churches with a total congregation of about 3,500 united. Today, with 168 churches and about 11,450 members, the Union strives for simplicity in organizational structure and promotes increasing contact between the local churches and the National Team, who function under the overall direction of the General Director.

QUALIFICATION/EXAMINATIONS

BD or BA in Theology
Graduate Diploma in Applied Theology through Work Based Learning
Graduate Diploma in Pastoral Studies
(awarded by the Scottish Baptist College, Paisley, and validated by the University of Paisley)

BRISTOL BAPTIST COLLEGE

The Promenade
Clifton Down
Clifton
Bristol BS8 3NJ
Tel: 0117 946 7050
Fax: 0117 946 7787
E-mail: reception@bristol-baptist.ac.uk
Website: www.bristol-baptist.ac.uk

The central aim of the College is to train men and women for ministry in the Church and in the world. We do this by enabling critical reflection upon the Bible and Christian theological tradition and on the contexts from which we come and within which we are placed.

QUALIFICATION/EXAMINATIONS

Certificate in Theological Studies
Diploma in Theological Studies
BA in Theological Studies
MA in Christian Theology
(all validated by the University of Bristol)

METHODIST CHURCH IN IRELAND

1 Fountainville Avenue
Belfast BT9 6AN
Tel: 028 9032 4554
Fax: 028 9023 9467
E-mail: secretary@irishmethodist.org
Website: www.irishmethodist.org

MEMBERSHIP

Candidates for training must normally have the standard of general education for university entrance. They must be accredited Local Preachers of the Methodist Church, and are examined by written papers in Biblical Studies and Theology and by oral aptitude and personality tests. After admission to training, candidates normally spend 3 years at Edgehill Theological College, Belfast, studying for a

diploma or degree of Queen's University, Belfast, in New Testament Greek, Hebrew, the English Bible, Theology, Church History, Pastoral Psychology, or Homiletics. This is followed by 3 years as a probationer Minister working under a superintendent Minister. During probation the candidate continues study within a tutorial system and is examined by continuous assessment.

SCOTTISH EPISCOPAL INSTITUTE

Forbes House
21 Grosvenor Crescent
Edinburgh EH12 5EE
Tel: 0131 225 6357
E-mail: institute@scotland.anglican.org
Website: www.scotland.anglican.org

Candidates are trained for lay and ordained, stipendiary and non-stipendiary ministries in the Scottish Episcopal Church and the United Reformed Church.

The curriculum is delivered centrally through residential sessions and regionally through diocesan

groups. The Diploma in Theology for Ministry course run by the Institute is validated by York St John's University. Some students undertake further studies through universities, leading to degree qualifications.

THE CHURCH IN WALES

St Michael's College
Llandaff
Cardiff CF5 2YJ
Tel: 029 205 63379
Fax: 029 208 38008
Website: www.stmichaels.ac.uk

The Church in Wales expects candidates for ordination to satisfy the requirements of recognized theological courses. University graduates usually spend at least 2 years at a theological college, and if they are non-theological graduates, they are encouraged to study for a university degree or diploma in

Theology. Non-graduate candidates must have at least 5 passes at GCSE and normally study for a university diploma in Theology or a degree in Theology if they have obtained the necessary grades at A level. These requirements may be modified in the case of older candidates.

THE CHURCH OF ENGLAND

Ministry Division of The Archbishops' Council

Church House

Great Smith Street

London SW1P 3AZ

Tel: 020 7898 1405

E-mail: david.way@churchofengland.org

Website: www.churchofengland.org/clergy-office-holders/ministry.aspx

www.archbishopofcanterbury.org/1027

The Church of England's Ministry Division oversees training for ordination and licensed lay ministry/Reader ministry including the Common Awards created by the Church and validated by Durham University.

In addition, The Archbishop's Examination in Theology offers means of study at three postgraduate levels.

QUALIFICATION/EXAMINATIONS

All 9 awards are validated by Durham University:

Certificate of Higher Education in Theology, Ministry and Mission (120)

Certificate of Higher Education in Christian Ministry and Mission (180)

Diploma of Higher Education in Theology, Ministry and Mission

BA in Theology, Ministry and Mission

Graduate Certificate in Theology, Ministry and Mission

Graduate Diploma in Theology, Ministry and Mission

Postgraduate Certificate in Theology, Ministry and Mission

Postgraduate Diploma in Theology, Ministry and Mission

MA in Theology, Ministry and Mission

Archbishop's Examination:

PG Diploma of Student of Theology

Master of Philosophy

Doctor of Philosophy

THE CHURCH OF SCOTLAND

Church of Scotland Offices

121 George Street

Edinburgh EH2 4YN

Tel: 0131 225 5722

Website: www.churchofscotland.org.uk

The Ministries Council runs an enquiry process to help those who sense a call to any of the ministries within the Church of Scotland to consider it in a supportive environment. Attendance at one of our enquirers' conferences, which are held twice each

year, is the first stage of the enquiry process. For more information see: www.churchofscotland.org.uk/serve/ministries_in_the_church/training_for_ministries

THE METHODIST CHURCH

Formation in Ministry Office (Initial Development of Ministries)
25 Marylebone Road
London NW1 5JR
Tel: 020 7486 5502
E-mail: helpdesk@methodistchurch.org.uk
Website: www.methodist.org.uk

Candidates for Diaconal or Presbyteral Ministry in the Methodist Church must have been members of the Methodist Church at least 2 years and are expected to offer at least 10 years of ministerial service. The first stage of preparation is Foundation Training, which requires 1 year (FT) or 2 years (PT) to complete, during which a person may apply to become a candidate for ordained ministry. The process of selection takes 6 months. To enter into training for Presbyteral Ministry, a candidate must be a trained Local Preacher, which involves taking the Methodist Local Preachers' Training Course, Faith &

Worship. Deacons become members of the Methodist Diaconal and are not required to be preachers. Accepted candidates for either order receive 1 or 2 years of further theological training, which in most cases leads to a degree or diploma in Theology or Ministry. Upon completion of training, a candidate serves as a Methodist Minister for 2 years on probation before ordination. For Presbyters, the appointment may be to an itinerant appointment (stipendiary) or to a local appointment (usually non-stipendiary) or as licensed to minister in secular employment. Deacons are always itinerant.

THE MORAVIAN CHURCH IN GREAT BRITAIN AND IRELAND

Moravian Church House
5-7 Muswell Hill
London N10 3TJ
Tel: 020 8883 3409
Fax: 020 8365 3371
E-mail: office@moravian.org.uk
Website: www.moravian.org.uk

Candidates for Moravian Church Service must be members of the Moravian Church and would normally have completed the Lay Training Course and have the support of their local church committee. They should make an initial application to the Provincial Board of the Moravian Church. Their qualifications are examined by the Church Service Advisory Board, which reports on them to the Provincial Board, with whom the final decision rests. Normally the standard of education required for the work of the Ministry is a university Divinity

degree or Certificate together with a thorough acquaintance with the history, principles and methods of the Moravian Church. Candidates receive guidance for the Ministry during a period of supervised service under the direction of experienced Ministers. A class of non-stipendiary Ministers has been established for those who wish to serve on a non-maintained basis. Training varies according to candidates' needs. In all cases applications should be made to the address given above.

THE PRESBYTERIAN CHURCH IN IRELAND

The Director of Ministerial Studies
Union Theological College
108 Botanic Avenue
Belfast BT7 1JT
Tel: 02890 205088
Fax: 02890 205099

Qualifications required: Under 30 – a non-theological degree; over 30 but under 40 (as reckoned on 1 October following application) – either a non-theological degree or 2 years, non-graduating Arts or 4 modules of PT BD study or 6 modules of PT

study in Humanities acceptable to the Board of Studies; over 40 – not normally accepted, except in exceptional circumstances, where candidate is already possessed of good educational background and/or professional experience.

THE PRESBYTERIAN CHURCH OF WALES

Tabernacle Chapel
81 Merthyr Road
Whitchurch
Cardiff CF14 1DD
Tel: 02920 627465
Fax: 02920 616188
E-mail: swyddfa.office@ebcpcw.org.uk
Website: www.ebcpcw.org.uk

The Presbyterian Church of Wales (PCW) is a Protestant non-conformist denomination. Ordination is dependent on successful application through the local church and Presbytery to the Candidates and Training Department.

MEMBERSHIP

Ministers are ordained to the full-time, part-time or non-stipendiary ministry.

QUALIFICATION/EXAMINATIONS

Pastoral Studies course

THE ROMAN CATHOLIC CHURCH

Candidates for the priesthood in the RC Church attend a residential seminary course of at least 6 years. Among subjects studied are Philosophy, Psychology, Dogmatic and Moral Theology, Scripture, Church History, Canon Law, Liturgy,

Catechetics, Communications and Pastoral Theology. Each college/seminary has its own arrangements for the university education of its students. Those who do not attend university take a final internal exam.

THE SALVATION ARMY

UK Headquarters
101 Newington Causeway
London SE1 6BN
Tel: 020 7367 4500
E-mail: info@salvationarmy.org.uk
Website: www.salvationarmy.org.uk

Salvation Army officers engaged in FT service are ordained ministers of religion, and are commissioned following a 2-year period of residential training at the William Booth College, Denmark Hill, London SE5 8BQ. This course – an HE Diploma in Salvation Army Officer Training – may now be undertaken by

distance learning, or a mixture of residential and distance learning. Officers may be appointed to corps (church) work, to social services centres (for which additional professional qualifications are required) or to administrative posts.

THE SCOTTISH UNITED REFORMED AND CONGREGATIONAL COLLEGE

113 West Regent Street
Glasgow G2 2RU
Tel: 0141 248 5382
E-mail: Scottishcollege@urcscotland.org.uk
Website: www.scotland.urc.org.uk

The College is recognized as a resource centre for learning by the General Assembly of the United Reformed Church and is one of the institutions charged with responsibility for initial ministerial education.

QUALIFICATION/EXAMINATIONS

The College awards only its own certificate, which is part of the process of accreditation of ordinands as ministers of the United Reformed Church. Students, however, are normally concurrently matriculated for a degree, normally in Theology or Religious Studies, at a university.

THE UNITARIAN AND FREE CHRISTIAN CHURCHES

Essex Hall
London WC2R 3HY
Tel: 020 7240 2384
Fax: 020 7240 3089
E-mail: info@unitarian.org.uk
Website: www.unitarian.org.uk

Candidates accepted for training for the ministry in the Unitarian and Free Christian Churches take courses of training either at Manchester Academy & Harris College, Oxford (2 to 4 years' study for an Oxford degree in Theology/or Theology & Philosophy or an Oxford Certificate in Theology/Religious Studies), or at the Unitarian College (Luther King House, Brighton Grove, Rusholme, Manchester; an individually designed contextual theology course of

the Partnership for Theological Education which may lead to a degree or other academic qualification validated by Chester or Manchester University). Alternative arrangements can be made for candidates wishing to study through the Welsh language. Placement work and Unitarian studies are also integral to ministerial preparation. Training normally takes 2 or more years.

THE UNITED REFORMED CHURCH

Church House
86 Tavistock Place
London WC1H 9RT
Tel: 020 7916 2020
Fax: 020 7916 2021
E-mail: urc@urc.org.uk
Website: www.urc.org.uk

Candidates for the Ministry of Word and Sacraments must have been a member of the URC for at least 2 years, and go through a candidating process to decide whether they should be sponsored for training. Most then take a 3- or 4-year course of academic study alongside a minimum of 800 hours of pastoral placements, through 1 of 3 Resource Centres for Learning. The minimum required outcome is a Diploma for Higher Education, in Theology. Candidates for stipendiary service normally train full-time; candidates for non-stipendiary service normally train part-time. **Church-related Community Workers** help to lead and strengthen the local church's

mission through community development in an area where specialist help is required to meet unusual needs. Candidates must be members of the URC and show capabilities for leadership. They are required to obtain at least a Diploma in Theology and a Diploma in Community Work before being commissioned.

Lay Preacher's Certificate: Training for Learning & Serving is the qualifying course for this. The course takes 3 years. Work is done in local groups and there are 3 residential weekend courses each year. Candidates are also expected to undertake some practical work in churches.

THE WESLEYAN REFORM UNION

Wesleyan Reform Church House
123 Queen Street
Sheffield S1 2DU
Tel: 0114 272 1938
E-mail: gen.sec@thewru.co.uk
Website: www.thewru.com

The Wesleyan Reform Union has no training college of its own and encourages candidates for its Ministry to enter a Bible College for 2 or 3 years. All candidates are, however, under the personal supervision of a Union Tutor, who directs a Biblical Studies

& Training Department offering fairly extensive courses. Candidates attend Headquarters once a year for an oral exam in Theology conducted by the Tutor in the presence of the Union Examination Committee; they also take written exams.

UNITED FREE CHURCH OF SCOTLAND

11 Newton Place
Glasgow G3 7PR
Tel: 01413 323435
Fax: 01413 331973
E-mail: office@ufcos.org.uk
Website: www.ufcos.org.uk

The United Free Church of Scotland is a small presbyterian denomination which came into being in 1929. Those seeking to become candidates for the

ministry should normally have been members of the denomination for at least a year. They will require to undertake a degree course in Theology.

CINEMA, FILM AND TELEVISION

Membership of Professional Institutions and Associations

BRITISH KINEMATOGRAPH SOUND AND TELEVISION SOCIETY (BKSTS)

Pinewood Studios
Pinewood Road
Iver Heath
Buckinghamshire SL0 0NH
Tel: 01753 656656
E-mail: info@bksts.com
Website: www.bksts.com

The BKSTS was founded in 1931 to serve the growing film industry and today arranges meetings, presentations, seminars, international exhibitions and conferences, as well as organizing an extensive programme of training courses, lectures, workshops and special events. We ensure that our members remain up to date with the latest techniques through master classes and our print and electronic publications.

MEMBERSHIP

Student Member
Associate Member
Full Member (MBKS)
Retired Member
Fellow (FBKS)

DESIGNATORY LETTERS

MBKS, FBKS

THE LONDON FILM SCHOOL

24 Shelton Street
Covent Garden
London WC2H 9UB
Tel: 020 7836 9642
Fax: 020 7497 3718
E-mail: info@lfs.org.uk
Website: www.lfs.org.uk

The LFS is one of the foremost independent film schools in Europe and is recognized by Skillset as a Centre of Excellence. It is a registered charity and a non-profit-making company, limited by guarantee. Since 1956 we have trained thousands of directors, cinematographers, editors and other film professionals from around the world.

QUALIFICATION/EXAMINATIONS

MA in Filmmaking (validated by London Metropolitan University)
MA in Screenwriting (validated by London Metropolitan University)
MA International Film Business
PhD Film by Practice

THE NATIONAL FILM AND TELEVISION SCHOOL

Beaconsfield Studios
Station Road
Beaconsfield
Buckinghamshire HP9 1LG
Tel: 01494 671234
Fax: 01494 674042
E-mail: info@nfts.co.uk
Website: www.nfts.co.uk

Creative Skillset Film Academy, the UK's leading film and television school, offers full-time MA and Diploma courses in all the key film and television disciplines, from Animation to VFX. Purpose-built studios include two film stages, a large television studio, and post-production facilities rivaling those of many professional companies.

QUALIFICATION/EXAMINATIONS

Diploma (in 1 of 8 disciplines)
MA in Film and Television (specializing in 1 of 13 disciplines)

CLEANING, LAUNDRY AND DRY CLEANING

Membership of Professional Institutions and Associations

BRITISH INSTITUTE OF CLEANING SCIENCE

9 Premier Court
Boarden Close
Moulton Park
Northampton
Northants NN3 6LF
Tel: 01604 678710
Fax: 01604 645988
E-mail: info@bics.org.uk
Website: www.bics.org.uk

The BICSc is the largest independent professional and educational body within the cleaning industry. Our aim is to raise the status and standards of the cleaning industry through training and education. We offer our 5,000 members a range of assessment schemes and training courses, together with a telephone and e-mail helpline.

MEMBERSHIP

Student

Competent
Technical
Member with Diploma
Fellow

QUALIFICATION/EXAMINATIONS

Cleaning Professional Skills Suite (CPSS)
Qualifications and Credit Framework

THE GUILD OF CLEANERS AND LAUNDERERS

56 Maple Drive
Larkhall
South Lanarkshire ML9 2AR
Tel: 01698 322669
E-mail: enquiries@gcl.org.uk
Website: www.gcl.org.uk

The Guild, formed in 1949, is a technical and professional society whose aim is to further knowledge and skill in all branches of the industry. We keep our members up to date through lectures, seminars and written reports, exchange information of mutual benefit with other organizations in the industry, and voice our opinion in relevant forums.

MEMBERSHIP
Young Guilder

Member
Associate (AGCL)
Advanced Member (AdGCL)
Licentiate (LGCL)
Fellow (FGCL)
Guild Plus Member

DESIGNATORY LETTERS
AGCL, AdGCL, LGCL, FGCL

COLOUR TECHNOLOGY

Membership of Professional Institutions and Associations

PAINTING AND DECORATING ASSOCIATION

32 Coton Road
Nuneaton
Warwickshire CV11 5TW
Tel: 024 7635 3776
Fax: 024 7635 4513
E-mail: info@paintingdecoratingassociation.co.uk
Website: www.paintingdecoratingassociation.co.uk

The PDA is a registered trade and employers' organization, catering exclusively for the needs of professional painting and decorating trade employers. The Association conducts no examinations, but all membership applications are scrutinized at branch

level to ensure that only bona fide firms that agree to abide by our code of conduct are admitted.

MEMBERSHIP
Full Member
Associate

THE SOCIETY OF DYERS AND COLOURISTS

Perkin House
82 Grattan Road
Bradford BD1 2LU
Tel: 01274 725138
Fax: 01274 392888
E-mail: members@sdcc.org.uk
Website: www.sdcc.org.uk

An educational charity, professional body and chartered society, serving globally all aspects of the coloration industries including the textile supply chain through the knowledgeable and enthusiastic involvement of its professional members and industry partners.

Recognized as the authority for colour science and technology, delivering high-quality international qualifications and training programmes.

MEMBERSHIP

Individual Voting Member
Individual Non-voting Member

Individual Student Member
Educational Institute Member
Corporate (Company) Member

QUALIFICATION/EXAMINATIONS

Diploma of Fellowship (FSDC)
Diploma of Associateship (ASDC)
Diploma of Licentiatehip (LSDC)
Chartered Colourist (CCol)

DESIGNATORY LETTERS

FSDC, ASDC, LSDC, CCol

COMMUNICATIONS AND MEDIA

Membership of Professional Institutions and Associations

THE PICTURE RESEARCH ASSOCIATION

c/o 10 Marrick House
Mortimer Crescent
London NW6 5NY
Tel: 0771403017
E-mail: chair@picture-research.org.uk
Website: www.picture-research.org.uk

The PRA, founded in 1977, is a professional organization for picture researchers, picture editors and anyone specifically involved in the research, management and supply of visual material to the media industry. Our aims are to provide information and give support to our members, and to promote their interests and specific skills to potential employers.

MEMBERSHIP

Introductory Member
Full Member
Sponsors

QUALIFICATION/EXAMINATIONS

To qualify as a member of the Association you need a minimum of 2 years experience as a qualified picture researcher/picture editor, eg you were involved in the online search of images, working to a specific brief or project. You would have supplied both digital or analogue files for reproduction. You would also be required to have knowledge and experience of fee negotiations, clearances, copyright and licensing of photographic images from a selection of photographic sources and collections.

Sponsors: A full or part time employee of a picture library, picture agency or image archive who are directly involved in the supply of images to the media in general.

COMPUTING AND INFORMATION TECHNOLOGY

Membership of Professional Institutions and Associations

ASSOCIATION OF COMPUTER PROFESSIONALS

ACP
Chilverbridge House
Arlington
East Sussex BN26 6SB
Tel: 01323 871874
Fax: 01323 871875
E-mail: admin@acpexamboard.com
Website: www.acpexamboard.com

The ACP is an independent professional examining body, founded in 1984 to set and maintain standards of education that reflect the constantly changing requirements of the computer industry, both in the UK and overseas. We do so through the provision of course syllabuses and examinations to our carefully vetted training centres around the world.

MEMBERSHIP

Student
Practitioner
Graduate (GradACP)

Licentiate (LACP)
Associate (AACP)
Member (MACP)
Fellow (FACP)

QUALIFICATION/EXAMINATIONS

Please see the ACP's website for details of certificates and diplomas.

DESIGNATORY LETTERS

GradACP, LACP, AACP, MACP, FACP

BRITISH COMPUTER SOCIETY

1st Floor, Block D
North Star House
North Star Avenue
Swindon
Wiltshire SN2 1FA
Tel: 01793 417417
Fax: 01793 417444
E-mail: customerservices@hq.bcs.org.uk
Website: www.bcs.org.uk

The BCS is the professional membership and accreditation body for IT and has more than 70,000 members, including practitioners, businesses, academics and students, in the UK and internationally. Our aim is to promote the academic study and professional practice of computing and to show the public that IT is about far more than simply using a PC.

MEMBERSHIP

Student
Affiliate

Associate Member (AMBCS)
Professional Fellow (FBCS)
Honorary Fellow
Distinguished Fellow
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
Chartered IT Professional (MBCS CITP)
Chartered Fellow (FBCS CITP)
Chartered Scientist (CSci)
Education Affiliate (institutional member)

QUALIFICATION/EXAMINATIONS

Certificate in IT

Certificate in IT for Insurance Professionals (developed jointly with The Chartered Insurance Institute)

Diploma in IT

Professional GradDip in IT

See the BCS website for details of other qualifications.

INSTITUTE FOR THE MANAGEMENT OF INFORMATION SYSTEMS

Suite A (Part) 2nd Floor

3 White Oak Square

London Road

Swanley

Kent BR8 7AG

Tel: 0845 850 0006

Fax: 0845 850 0007

E-mail: imis@bcs.org

Website: www.imis.org.uk

IMIS is one of the leading professional associations in the IT sector. A registered charity, it plays a prominent role in fostering greater understanding of IS management, in working to enhance the status of those engaged in the profession, and in promoting higher standards through better education and training worldwide.

MEMBERSHIP

Student Member

Practitioner Member

Licentiate Member (LIMIS)

Associate Member (AIMIS)

Full Member (MIMIS)

Fellow (FIMIS)

QUALIFICATION/EXAMINATIONS

Foundation

Diploma

Higher Diploma

DESIGNATORY LETTERS

LIMIS, AIMIS, MIMIS, FIMIS

INSTITUTION OF ANALYSTS AND PROGRAMMERS

Boundary House

Boston Road

London W7 2QE

Tel: 020 8434 3685

E-mail: admin@iap.org.uk

Website: www.iap.org.uk

The IAP is a professional organization for people who work in the development, installation and testing of business systems and computer software. Our aim is to promote high standards of competence and conduct among our members, to encourage them to develop their skills and progress their career, and to facilitate the advancement and spreading of knowledge within the profession.

MEMBERSHIP

Licentiate

Graduate (GradIAP)

Associate Member (AIAP)

Member (MIAP)

Fellow (FIAP)

DESIGNATORY LETTERS

GradIAP, AIAP, MIAP, FIAP

COUNSELLING

Membership of Professional Institutions and Associations

COUNSELLING LTD

Registered Office
5 Pear Tree Walk
Wakefield
West Yorkshire WF2 0HW
E-mail: via website
Website: www.counselling.ltd.uk

Counselling, a registered charity founded in 1998, is a membership organization for counsellors and psychotherapists in the UK that has established a network of about 2,700 affiliated CCC-registered counsellors, many of whom are able to provide

occasional free or discounted face-to-face counselling with clients on low incomes.

MEMBERSHIP
Affiliate

COUNSELLORS AND PSYCHOTHERAPISTS IN PRIMARY CARE

PO Box 3379
Littlehampton BN16 9HL
Tel: 01243 870701
E-mail: cpc@cpc-online.co.uk
Website: www.cpc-online.co.uk

CPC is a professional membership association for individual practitioners, whose names are entered in a Register of Members. The aims of the Association are to represent counsellors and psychotherapists working in an NHS setting and to lead the way in establishing national standards and guidelines for further development of professional and effective counselling throughout the NHS.

MEMBERSHIP
Student
Subscriber
Intermediate Member
Registered Member
Supervisor
Organizational Member

QUALIFICATION/EXAMINATIONS
PGDip in Supervision for the Primary Care Setting

CSCT COUNSELLING TRAINING

13 Coleshill Street
Sutton Coldfield
West Midlands B72 1SD
Tel: 0121 321 1396
Fax: 0121 355 5581
E-mail: info@counsellingtraining.com
Website: www.counsellingtraining.com

CSCT has been producing counselling training courses for over 25 years, during which time we have trained over 50,000 students. Our courses are

offered PT via a network of colleges and private providers throughout the UK. Our training materials are written to the specifications of the appropriate

awarding body and we provide 24-hour e-mail and telephone support from Client Services and the Academic Team.

QUALIFICATION/EXAMINATIONS

Please see the CSCT's website.

CREDIT MANAGEMENT

Membership of Professional Institutions and Associations

INSTITUTE OF CREDIT MANAGEMENT

The Water Mill
Station Road
South Luffenham
Oakham
Leicestershire LE15 8NB
Tel: 01780 722900
Fax: 01780 721333
E-mail: info@icm.org.uk
Website: www.icm.org.uk

The ICM is the largest professional credit management organization in Europe and the only one accredited by Ofqual as an awarding body. We represent the credit profession across trade, consumer and export credit, as well as in related activities such as collections, credit reporting, credit insurance and insolvency, promote excellence in credit management and raise awareness of its vital role in business and the community.

MEMBERSHIP

Affiliate
Associate Member (AICM)
Graduate Member (MICM(Grad))
Member (MICM)
Fellow (FICM)

Corporate Member

QUALIFICATION/EXAMINATIONS

Certificate in Credit Management
Diploma in Credit Management
Level 5 Diploma in Credit Management
Certificate in Debt Collection
Diploma in Debt Collection
Certificate in Money and Debt Advice
Diploma in Money and Debt Advice
Certificate in High Court Enforcement (Level 4)
Diploma in High Court Enforcement (Level 4)
Diploma in High Court Enforcement (Level 5)

DESIGNATORY LETTERS

AICM, MICM (Grad), MICM, FIFA

DANCING

Membership of Professional Institutions and Associations

BRITISH BALLET ORGANIZATION

Woolborough House
39 Lonsdale Road
Barnes
London SW13 9JP
Tel: 020 8748 1241
Fax: 020 8748 1301
E-mail: info@bbo.org.uk
Website: www.bbo.org.uk

The BBO, founded in 1930, is an awarding body offering teacher training and examinations in classical ballet, tap, modern dance and jazz. We have schools throughout the UK and in several other countries.

MEMBERSHIP

Student Member

Senior Student Member
Affiliated Member
Student Teacher Member
Teacher Member

QUALIFICATION/EXAMINATIONS

Please see the BBO website for details.

IMPERIAL SOCIETY OF TEACHERS OF DANCING

Imperial House
22/26 Paul Street
London EC2A 4QE
Tel: +44 (0)20 7377 1577
Fax: +44 (0)20 7247 8829
E-mail: via website
Website: www.istd.org

The ISTD is a registered educational charity and examinations board. We aim to promote knowledge of dance, to maintain and improve teaching standards, and to qualify (by examination) teachers of dancing. Our dance techniques cover more than 12 different genres and are taught by more than 7,500 members by our members worldwide.

MEMBERSHIP

A range of 9 categories from Student to Life Membership.

QUALIFICATION/EXAMINATIONS

Please see our website www.istd.org or www.dance-teachers.org

DESIGNATORY LETTERS

ISTD

INTERNATIONAL DANCE TEACHERS' ASSOCIATION LIMITED

International House
76 Bennett Road
Brighton BN2 5JL
Tel: 01273 685652
Fax: 01273 674388
E-mail: via website
Website: www.idta.co.uk

The IDTA is one of the world's largest dance examination boards, with more than 7,000 members in 55 countries. Our aims are to promote knowledge and foster the art of dance in all its forms, to maintain and improve dancing standards, and to offer a comprehensive range of professional qualifications in all dance genres.

MEMBERSHIP
Associate (AIDTA)
Licentiate (LIDTA)
Fellow (FIDTA)

DESIGNATORY LETTERS
AIDTA, LIDTA, FIDTA

THE BENESH INSTITUTE

36 Battersea Square
London SW11 3RA
Tel: 020 7326 8031
Fax: 020 7924 3129
E-mail: beneshinstitute@rad.org.uk
Website: www.benesh.org

The Benesh Institute is the international centre for Benesh Movement Notation (BMN) founded in 1962 to promote, develop and offer education in BMN. We also function as an examining body and professional centre, and are responsible for coordinating technical developments. Since 1997 The Benesh Institute has been incorporated within the Royal Academy of Dance.

QUALIFICATION/EXAMINATIONS
Certificate in Benesh Movement Notation (CBMN)
(validated by the Royal Academy of Dance)
Diploma for Professional Benesh Movement Notators
(DPBMN) (validated by the Royal Academy of
Dance)
Associate of the Institute of Choreology (AI Chor)

DENTISTRY

Membership of Professional Institutions and Associations

BRITISH ASSOCIATION OF CLINICAL DENTAL TECHNOLOGY

44-46 Wollaton Road
Beeston
Nottingham N69 2NR
Tel: 0115 957 5370
Fax: 0115 925 4800
E-mail: info@bacdt.org.uk
Website: www.bacdt.org.uk

The CDTA provides political and educational representation for its members, who are registered with the General Dental Council and trained in designing, creating, constructing, repairing and rebasing removable appliances to ensure optimal fit, maximum comfort and general wellbeing of patients. We are committed to team dentistry and ensure that our members work to the highest professional standards.

MEMBERSHIP

Full Membership
In training Membership
Practice Membership
Multi Practice Membership

BRITISH ASSOCIATION OF DENTAL NURSES

PO Box 4, Room 200
Hillhouse International Business Centre
Thornton-Cleveleys
Lancashire FY5 4QD
Tel: 01253 338360
E-mail: admin@badn.org.uk
Website: www.badn.org.uk

The BADN represents dental nurses, whether qualified or unqualified, working in general practice, hospital, the community, the armed forces, industry, practice management or reception, and has representation on the National Examining Board, the Dental Nurses Standards and Training Advisory

Board and its Registration Committee, the Joint Consultative Committee, and other bodies.

MEMBERSHIP

Associate Member
Full Member

BRITISH SOCIETY OF DENTAL HYGIENE AND THERAPY

3 Kestrel Court
Waterwells Business Park
Gloucester GL2 2AT
Tel: 01452 886365
Fax: 01452 886468
E-mail: enquiries@bsdht.org.uk
Website: www.bsdht.org.uk

The BSDHT is the only nationally recognized body that represents dental hygienists, dental hygienist-therapists and students of dental hygiene. We have a membership of more than 3,500 in the UK and beyond, and look after their interests through liaising with the Department of Health, General Dental

Council, British Dental Association and other organizations.

MEMBERSHIP
Member

DENTAL TECHNOLOGISTS ASSOCIATION

3 Kestral Court
Waterwells Drive
Waterwells Business Park
Gloucester GL2 2AT
Tel: 01452 886366
E-mail: via website
Website: www.dta-uk.org

The DTA is an organization that supports the development of the dental technology profession by encouraging and promoting education, including CPD, and for the exchange of views between dental technicians. We advise, develop and support dental technicians and maintain links with the government,

other dental organizations, service providers and the public.

MEMBERSHIP
Member

GENERAL DENTAL COUNCIL

37 Wimpole Street
London W1G 8DQ
Tel: 0845 222 4141
E-mail: information@gdc-uk.org
Website: www.gdc-uk.org

The GDC regulates dental professionals in the UK. All dentists, clinical dental technicians, dental hygienists, dental nurses, dental technicians, dental

therapists and orthodontic therapists must be registered with the GDC in order to work in the UK.

THE BRITISH DENTAL ASSOCIATION

64 Wimpole Street
 London W1G 8YS
 Tel: 020 7935 0875
 Fax: 020 7487 5232
 E-mail: enquiries@bda.org
 Website: www.bda.org

The BDA, which was founded in 1880, is the professional association and trade union for dentists in the UK. Our aims are to advance the science, arts and ethics of dentistry, improve the UK's oral health, and promote the interests of our members. Membership, which is voluntary, stands at around 23,000, mostly in general practice.

MEMBERSHIP

Essential
 Extra
 Expert

DIETETICS

Membership of Professional Institutions and Associations

THE BRITISH DIETETIC ASSOCIATION

5th Floor
 Charles House
 148–49 Great Charles Street Queensway
 Birmingham B3 3HT
 Tel: 0121 200 8080
 Fax: 0121 200 8081
 E-mail: info@bda.uk.com
 Website: www.bda.uk.com

The BDA, established in 1936, is the UK's leading professional association and trade union for dietitians. Our aims are to advance the science and practice of dietetics and associated subjects, to promote education and training in the science and practice of dietetics and associated subjects, and to regulate relations between our 6,700+ members and their employers.

MEMBERSHIP

Full Member
 Associate Member
 Affiliate Member
 Alliance Member
 Student Member
 International Member

DISTRIBUTION

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT (UK)

Earlstrees Court
Earlstrees Road
Corby
Northamptonshire NN17 4AX
Tel: 01536 740104
Fax: 01536 740103
E-mail: membership@ciltuk.org.uk
Website: www.ciltuk.org.uk

The Chartered Institute of Logistics and Transport in the UK – CILT(UK) – is the independent professional body for transport, logistics, supply chain management and has more than 17,000 members in the industry. Our aim is to facilitate the development of personal and professional excellence.

MEMBERSHIP

Learner Affiliate
Student Affiliate
Apprentice Affiliate
e-Member Affiliate
Corporate Affiliate
Affiliate
Member (MILT)
Chartered Member (CMILT)
Chartered Fellow (FCILT)

QUALIFICATION/EXAMINATIONS

Regulated Qualifications cover the Institute's eight professional sectors: Supply Chain, Transport Planning, Rail, Active Travel and Travel Planning, Bus and Coach, Ports Maritime and Waterways, Freight Forwarding and Aviation. CILT(UK) works in partnership with the Institute of Operations Management

to develop and award regulated qualifications for the manufacturing and service sectors.

Level 1 – Award
Level 2 – Award, Certificate, Diploma
Level 3 – Award, Certificate
Level 5 – Award, Certificate, Diploma, Professional Diploma
Level 6 – Advanced Diploma

Accredited Qualifications

Humanitarian Logistics (3 programmes)
Supply Chain Practitioner Award (Foundation, Professional and Master programmes)

Partnerships

Certified European Logistician (Junior, Senior, Master programmes)
MSc in International Transport and Logistics or International Logistics and Supply Chain Management

DESIGNATORY LETTERS

MILT, CMILT, FCILT

DIVING

Membership of Professional Institutions and Associations

DIVING CERTIFICATES

Health & Safety Executive, Diving Operations Strategy Team
Redwing House, Hedgerows Business Park
Colchester Road, Springfield
Chelmsford
Essex CM2 5PB
Tel: 01245 706256
Fax: 01245 706222
E-mail: advice@hse.gsi.gov.uk
Website: www.hse.gov.uk/diving

The Health and Safety Executive (HSE) issues diver competence certificates to divers who have been assessed as competent by an HSE-recognized diver-training organization (a list of which can be obtained

from the HSE) for the following competencies: SCUBA, Surface Supplied, Surface Supplied (top-up) and Closed Bell.

DRAMATIC AND PERFORMING ARTS

Membership of Professional Institutions and Associations

DRAMA UK

Woburn House
20 Tavistock Square
London WC1H 9HB
Tel: 020 3393 6141
E-mail: info@dramauk.co.uk
Website: www.dramauk.co.uk

Drama UK was formed in 2012 following the merger of the National Council for Drama Training and the Conference of Drama Schools.

We act as an advocate for quality drama training; offer advice to students of all ages; and award a quality mark to the very best drama training available.

EQUITY

Guild House
Upper St Martins Lane
London WC2H 9EG
Tel: 020 7379 6000
E-mail: info@equity.org.uk
Website: www.equity.org.uk

Equity is the UK trade union representing professional performers and other creative workers from across the entertainment, creative and cultural

industries. The main function of Equity is to negotiate minimum terms and conditions of employment for

its members and to represent its members' interests to the government and other bodies.

Graduate Member
Full Member

MEMBERSHIP

Student Member

THE BRITISH (THEATRICAL) ARTS

12 Deveron Way
Rise Park
Romford
Essex RM1 4UL
Tel: 01708 756263
E-mail: sally.chennelle1@ntlworld.com
Website: www.britisharts.org

The British Arts is a non-profit-making organization dedicated to maintaining and where necessary raising the standard of the teaching of Performing Arts subjects. We work to encourage a strong technical foundation combined with an understanding of professional theatrical presentation and conduct exams in Dramatic Art, Classical & Stage Ballet, Mime, Tap, Musical Theatre and Modern Dance.

MEMBERSHIP

Student Member
Companion
Associate (Teaching and Non-teaching)
Member (Teaching and Non-teaching)
Advanced Teacher Member
Fellow

QUALIFICATION/EXAMINATIONS

Please see the British Arts website.

DRIVING INSTRUCTORS

Membership of Professional Institutions and Associations

REGISTER OF APPROVED DRIVING INSTRUCTORS

The Axis Building
112 Upper Parliament Street
Nottingham NG1 6LP
Tel: 0300 200 1122
E-mail: ADIReg@dsa.gsi.gov.uk

The Register of Approved Driving Instructors (ADI) and the licensing scheme for trainee instructors (PDI) are administered under the provisions of the Road Traffic Act 1988 by the Department for Transport (DfT). It is an offence for anyone to give professional instruction (that is instruction paid for by or in respect of the pupil) in driving a motor car unless: (a) his or her name is on the Register of Approved

Driving Instructors; or (b) he or she holds a 'trainee's licence to give instruction' issued by the Registrar.

QUALIFICATION/EXAMINATIONS

Please see the GOV.UK website (www.gov.uk/apply-to-become-a-driving-instructor) for details of the qualifying examinations.

EMBALMING

Membership of Professional Institutions and Associations

INTERNATIONAL EXAMINATIONS BOARD OF EMBALMERS

146 Alexandra Road
Great Wakering
Essex SS3 0GW
Tel: 01702 218907
E-mail: admin@iebe.co.uk

The Board examines candidates who wish to become qualified members of the British Institute of Embalmers (qv), which is not itself an examining body but can provide information packs (also available from the above address) that contain lists of approved schools and accredited tutors.

THE BRITISH INSTITUTE OF EMBALMERS

Anubis House
21c Station Road
Knowle
Solihull
West Midlands B93 0HL
Tel: 01564 778991
Fax: 01564 770812
E-mail: enquiry@bioe.co.uk
Website: www.bioe.co.uk

The BIE, founded in 1927, is an organization for professional embalmers. Its objectives include supporting and protecting the status, character and interests of embalmers, promoting the efficient tuition of persons seeking to become embalmers, and encouraging the study and practice of improved methods of embalming.

MEMBERSHIP

Member (MBIE)
Fellow (FBIE)

DESIGNATORY LETTERS

MBIE, FBIE

EMPLOYMENT AND CAREERS SERVICES

Membership of Professional Institutions and Associations

CAREER DEVELOPMENT INSTITUTE

Ground Floor
Cophthall House
1 New Road
Stourbridge
West Midlands DY8 1PH
Tel: 01384 376464
Fax: 01384 440830
E-mail: hq@thecdi.net
Website: www.thecdi.net

The CDI is the largest UK-wide professional association for career development professionals. Our aim is to support members and promote access to high-quality career development services, delivered by professionally qualified staff working within an appropriate ethical framework. Suitably qualified members can join the UK Register of Career Development Professionals.

MEMBERSHIP

Student Member
Full Member
Affiliate Organisation

QUALIFICATION/EXAMINATIONS

Qualification in Career Guidance (QCG)
Qualification in Career Guidance and Development (QCGD)
Certificate in Career Guidance Theory (CCGT)

RECRUITMENT AND EMPLOYMENT CONFEDERATION

Dorset House
First Floor
27-45 Stamford Street
London SE1 9NT
Tel: 020 7009 2100
E-mail: info@rec.uk.com
Website: www.rec.uk.com

The REC is the representative body for the UK's £27 billion private recruitment and staffing industry, with a membership of more than 8,000 Corporate Members comprising agencies and businesses from all sectors, and 6,000 members of the Institute of Recruitment Professionals (IRP) made up of recruitment consultants and other industry professionals.

QUALIFICATION/EXAMINATIONS

Certificate in Recruitment Practice (QCF)
Diploma in Recruitment Practice (QCF)
Diploma in Recruitment Management (QCF)

DESIGNATORY LETTERS

AIRP, MIRP, FIRP

MEMBERSHIP

Affiliate (AIRP)
Member (MIRP)
Fellow (FIRP)

ENGINEERING, AERONAUTICAL

Membership of Professional Institutions and Associations

ROYAL AERONAUTICAL SOCIETY

4 Hamilton Place
Hyde Park Corner
London W1J 7BQ
Tel: 020 7670 4300
Fax: 020 7670 4309
E-mail: raes@aerosociety.com
Website: www.aerosociety.com

The RAeS, founded in 1866 to further the science of aeronautics, is a multidisciplinary professional institution dedicated to the global aerospace community. We work on our members' behalf to promote the highest professional standards in all aerospace disciplines, to provide specialist information and act as a central forum for the exchange of ideas, and to play a leading role in influencing opinion on aviation matters.

MEMBERSHIP

Student Affiliate
Affiliate
Associate (ARAeS)
Associate Member (AMRAeS)
Member (MRAeS)
Companion (CRAeS)
Fellow (FRAeS)
Apprentice

ENGINEERING, AGRICULTURAL

Membership of Professional Institutions and Associations

BRITISH AGRICULTURAL AND GARDEN MACHINERY ASSOCIATION

Middleton House
2 Main Road
Middleton Cheney
Oxfordshire OX17 2TN
Tel: 01295 713344
Fax: 01295 711665
E-mail: info@bagma.com
Website: www.bagma.com

BAGMA is the trade association representing agricultural and garden machinery dealers in the UK. We have some 850 dealer members and 75 affiliated suppliers and allied industry companies. We offer a range of training and assessment courses through our

online learning package and at approved Training and Assessment Centres.

QUALIFICATION/EXAMINATIONS

Please see the BAGMA website.

THE INSTITUTION OF AGRICULTURAL ENGINEERS

The Bullock Building
University Way
Cranfield
Bedford
Bedfordshire MK43 0GH
Tel: 01234 750876
Fax: 01234 751319
E-mail: secretary@iagre.org
Website: www.iagre.org

The IAgRE is the professional body for engineers, scientists, technologists and managers in agricultural and allied land-based industries, including forestry, food engineering and technology, amenity, renewable energy, horticulture and the environment. The IAgRE also administers the Landbased Engineering Technician Accreditation schemes (LTA) for the industry.

MEMBERSHIP

Student
Associate (AIAgrE)
Associate Member (AMIAgrE)

Member (MIAgrE)
Fellow (FIAgrE)
Honorary Fellow

QUALIFICATION/EXAMINATIONS

Chartered Engineer (CEng), Chartered Environmentalist (CEnv), Incorporated Engineer (IEng), Engineering Technician (EngTech)

DESIGNATORY LETTERS

AIAgrE, AMIAgrE, MIAgrE, FIAgrE

ENGINEERING, AUTOMOBILE

Membership of Professional Institutions and Associations

INSTITUTE OF AUTOMOTIVE ENGINEER ASSESSORS

The Firs
High Street
Whitchurch
Buckinghamshire HP22 4JU
Tel: 01296 642895
Fax: 01296 640044
E-mail: sally@theiaea.org
Website: www.iaea-online.org

The IA EA, a Professional Affiliate of the Engineering Council, was founded in 1932 and now represents more than 1,500 automotive engineer assessors responsible for activities such as vehicle damage assessment, accident reconstruction, investigation of mechanical failures, electrical failures and vehicle fires, providing expert witness testimony, repair assessment, car fleet surveys, and conciliation and arbitration.

MEMBERSHIP

Affiliate (AffInstAEA)
Associate (AInstAEA)
Member (MInstAEA)
Fellow (FInstAEA)
Honorary Fellow (HFInstAEA)

QUALIFICATION/EXAMINATIONS

Basic Principles of Maths & Physics Application to Accident Reconstruction

Motor Vehicle Legislation as related to Insurance Principles
Principles and Practice of Vehicle Damage Assessment
Motor Insurance

Automotive Technology

DESIGNATORY LETTERS

AffInstAEA, AInstAEA, MInstAEA, FInstAEA

THE INSTITUTE OF THE MOTOR INDUSTRY

Fanshaws
Brickendon
Hertford SG13 8PQ
Tel: 01992 511521
Fax: 01992 511548
E-mail: comms@theimi.org.uk
Website: www.motor.org.uk and www.automotivetechnician.org.uk

The IMI is the professional association for individuals working in the motor industry and exists to help individuals and employers improve professional standards and performance by qualifying, recognizing and developing people. We are the Sector Skills Council for the automotive retail industry, a Licensed Member of the Engineering Council and the governing body for Automotive Technician Accreditation (ATA) – the UK's first national voluntary assessment system for vehicle technicians.

MEMBERSHIP

Affiliate (AffIMI)

Licentiate (LIMI)
Associate (AMIMI)
Member (MIMI)
Fellow (FIMI)

For technicians only, there are two special IMI awards recognizing technical qualifications and experience:

AAE (Advanced Automotive Engineer)
CAE (Certificated Automotive Engineer)

DESIGNATORY LETTERS

AffIMI, LIMI, AMIMI, MIMI, FIMI, AAE, CAE

ENGINEERING, BUILDING SERVICES

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

222 Balham High Road
London SW12 9BS
Tel: 020 8675 5211
Fax: 020 8675 5449
Website: www.cibse.org

CIBSE is the professional body for people involved in the design, construction, operation and maintenance of the engineering elements of a building other than its structure and enables it to operate efficiently by saving energy and contributing to a low carbon built environment. This includes heating, ventilation, air conditioning, electrical services, lighting etc.

MEMBERSHIP

Student Affiliate
Affiliate
Graduate
Companion
Licentiate (LCIBSE)
Associate (ACIBSE)
Member (MCIBSE)
Fellow (FCIBSE)

CIBSE is a licensed institution of the Engineering Council. This means that, as well as joining CIBSE, you will be Registered as a Chartered Engineer (CEng), Incorporated Engineer (IEng) or Engineering Technician (EngTech) when you have reached the appropriate level of qualification and professional skill.

QUALIFICATION/EXAMINATIONS

Please see the CIBSE website for more information
www.cibse.org

DESIGNATORY LETTERS

LCIBSE, ACIBSE, MCIBSE, FCIBSE

ENGINEERING, CHEMICAL

Membership of Professional Institutions and Associations

THE INSTITUTION OF CHEMICAL ENGINEERS

Davis Building
Railway Terrace
Rugby
Warwickshire CV21 3HQ
Tel: 01788 578214
Fax: 01788 560833
E-mail: customerservices@icheme.org
Website: www.icheme.org

The IChemE, founded in 1922, is an international professional membership organization for chemical, biochemical and process engineers, and we have some 30,000 members in more than 113 countries. We promote competence and a commitment to sustainable development, advance the discipline for the benefit of society, and support the professional development of our members.

MEMBERSHIP

Student
Affiliate

Associate Member (AMIChemE)
Member (MIChemE)
Fellow (FIChemE)
Chartered Chemical Engineer (CEng MIChemE)
Chartered Engineer (CEng)
Chartered Scientist (CSci)
Chartered Environmentalist (CEnv)
Associate Fellow

DESIGNATORY LETTERS

AMIChemE, MIChemE, FIChemE, CEng MIChemE, CEng, CSci, CEnv

ENGINEERING, CIVIL

Membership of Professional Institutions and Associations

INSTITUTION OF CIVIL ENGINEERS

1 Great George Street
Westminster
London SW1P 3AA
Tel: 020 7222 7722
E-mail: membership@ice.org.uk
Website: www.ice.org.uk

The ICE is a UK-based international organization with 80,000 members that strives to promote and

progress civil engineering around the world. Our purpose is to qualify professionals engaged in civil

engineering, exchange knowledge and best practice, and support our members, and in the UK we liaise with government and publish reports on civil engineering issues.

MEMBERSHIP

Student
Graduate

Affiliate
Technician Member
Associate Member (AMICE)
Member (MICE)
Companion
Fellow (FICE)

ENGINEERING, ELECTRICAL, ELECTRONIC AND MANUFACTURING

Membership of Professional Institutions and Associations

INSTITUTION OF LIGHTING PROFESSIONALS

Regent House
Regent Place
Rugby
Warwickshire CV21 2PN
Tel: 01788 576492
E-mail: info@theilp.org.uk
Website: www.theilp.org.uk

The ILP is a professional lighting association with about 2,000 members, including lighting designers, consultants and engineers. We are dedicated to excellence in lighting and to raising awareness about the important contribution of lighting in road safety, crime prevention and the environment. We support members by providing technical advice and encourage their CPD through our monthly journal and by holding a wide range of conferences, regional meetings, seminars and courses.

MEMBERSHIP

Student
Affiliate

Associate Member (AMILP)
Member (MILP)
Fellow (FILP)
Corporate Member
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)

QUALIFICATION/EXAMINATIONS

Exterior Lighting Diploma
LET Diploma in Lighting

DESIGNATORY LETTERS

AMILP, MILP, FILP, EngTech, IEng, CEng

THE INSTITUTION OF ENGINEERING AND TECHNOLOGY

Michael Faraday House
Stevenage
Hertfordshire SG1 2AY
Tel: 01438 313311
Fax: 01438 765526
E-mail: postmaster@theiet.org
Website: www.theiet.org

The IET is working to engineer a better world through our mission to inspire, inform and influence

the global engineering community, supporting technology innovation to meet the needs of society. The

IET has nearly 160,000 members in 127 countries, with offices in Europe, North America, South Asia and Asia-Pacific.

MEMBERSHIP

Student

Associate

Member (MIET)

Fellow (FIET)

Honorary Fellow

ICT Technician (ICTTech)

Engineering Technician (EngTech)

Incorporated Engineer (IEng)

Chartered Engineer (CEng)

DESIGNATORY LETTERS

FIET, ICTTech, EngTech, IEng, CEng, MIET

ENGINEERING, ENERGY

Membership of Professional Institutions and Associations

ENERGY INSTITUTE

61 New Cavendish Street

London W1G 7AR

Tel: 020 7467 7100

Fax: 020 7255 1472

E-mail: info@energyinst.org

Website: www.energyinst.org

The EI is the chartered professional membership body for the energy industry, providing learning and networking opportunities, professional recognition and energy knowledge resources for individuals and companies worldwide. We offer professional qualifications including Chartered, Incorporated and Engineering Technician status for engineers, as well as Chartered Scientist, Chartered Energy Manager and Chartered Environmentalist.

MEMBERSHIP

Student Member

Affiliate

Graduate Member (GradEI)

Member (MEI)

Fellow (FEI)

Engineering Technician (EngTech)

Incorporated Engineer (IEng)

Chartered Engineer (CEng)

Chartered Scientist (CSci)

Chartered Environmentalist (CEnv)

Chartered Energy Manager (exclusive EI title)

Chartered Energy Engineer (exclusive EI title)

Chartered Petroleum Engineer (exclusive EI title)

DESIGNATORY LETTERS

GradEI, MEI, FEI, EngTech, IEng, CEng, CEnv, CSci

ENGINEERING, ENVIRONMENTAL

Membership of Professional Institutions and Associations

INSTITUTE OF ENVIRONMENTAL MANAGEMENT AND ASSESSMENT

Saracen House
Lincoln LN6 7AS
Tel: 01522 540069
Fax: 01522 540090
E-mail: info@iema.net
Website: www.iema.net

The IEMA is a not-for-profit membership organization that provides recognition and support to environmental professionals and promotes sustainable development through improved environmental practice and performance. We have about 15,000 individual and corporate members in 87 countries, in the public, private and non-governmental sectors.

MEMBERSHIP

Student Member
Affiliate Member
Graduate Member
Associate (AIEMA)
Full Member (MIEMA)

Fellow (FIEMA)
Chartered Environmentalist (CEnv)
Corporate Member

QUALIFICATION/EXAMINATIONS

Foundation Certificate in Environmental Management
Associate Certificate in Environmental Management
Diploma

DESIGNATORY LETTERS

AIEMA, MIEMA, FIEMA, CEnv

THE CHARTERED INSTITUTION OF WATER AND ENVIRONMENTAL MANAGEMENT

15 John Street
London WC1N 2EB
Tel: 020 7831 3110
Fax: 020 7405 4967
E-mail: via website
Website: www.ciwem.org

Founded in 1895, CIWEM is an independent professional body and registered charity with 12,000 members that advances the science and practice of water and environmental management for a clean, green and sustainable world by promoting environmental excellence and professional development and training, supplying independent advice and evidence-based opinion, and providing a forum for debate through conferences, technical meetings and its publications.

MEMBERSHIP

Student
Associate ACIWEM
Graduate

Member MCIWEM C.WEM
Fellow FCIWEM C.WEM
Environmental Partner
Chartered Engineer (CEng)
Chartered Environmentalist (CEnv)
Chartered Scientist (CSci)

QUALIFICATION/EXAMINATIONS

Online training courses in partnership with Staffordshire University, accredited university courses at 12 leading institutions, CPD modules and Rural Environmental Management Programme

DESIGNATORY LETTERS

CEng, CEnv, CSci, C.WEM

THE SOCIETY OF ENVIRONMENTAL ENGINEERS

The Manor House
High Street
Buntingford
Hertfordshire SG9 9AB
Tel: 01763 271209
Fax: 01763 273255
E-mail: office@environmental.org.uk
Website: www.environmental.org.uk

The SEE, founded in 1959, is a professional society that promotes awareness of the discipline of environmental engineering (the measurement, modelling, control and simulation of all types of environment). We provide members with information, training and representation within this field and encourage communication and good practice in quality, reliability, and cost-effective product development and manufacture.

MEMBERSHIP

Student
Member
Corporate Member
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)

DESIGNATORY LETTERS

EngTech, IEng, CEng

ENGINEERING, FIRE

Membership of Professional Institutions and Associations

ASSOCIATION OF PRINCIPAL FIRE OFFICERS

9-11 Pebble Close
Amington
Tamworth
Staffordshire B77 4RD
Tel: 01827 302300
Fax: 01827 302399
E-mail: enquiries@apfo.org.uk
Website: www.apfo.org.uk

The APFO is the staff association of the most senior Fire Officers in the UK. Our objectives are: to represent and promote the interests of members in conditions of service and legal and employment matters; to negotiate and promote the settlement of disputes involving members; to provide assistance to members and their dependants in exceptional

circumstances; and to provide support to members in matters concerning employment or a work-related injury.

MEMBERSHIP

Associate Member
Lifetime Past Member

CHIEF FIRE OFFICERS' ASSOCIATION

9–11 Pebble Close
 Amington
 Tamworth
 Staffordshire B77 4RD
 Tel: 01827 302300
 Fax: 01827 302399
 Website: www.cfoa.org.uk

The CFOA is a professional membership association of the most senior fire officers in the UK. We provide independent advice to the government, local authorities and others. Our aim is to reduce loss of life, personal injury and damage to property by

improving the quality of fire fighting, rescue, fire protection and fire prevention in the UK.

MEMBERSHIP

Member

THE INSTITUTION OF FIRE ENGINEERS

IFE House
 64-66 Cygnet Court
 Timothy's Bridge Road
 Stratford-upon-Avon CV37 9NW
 Tel: 01789 261 463
 Fax: 01789 296 426
 E-mail: info@ife.org.uk
 Website: www.ife.org.uk

The IFE, founded in 1918, is a non-profit-making professional body for fire professionals and has more than 12,000 members worldwide. Our aim is to encourage and improve the science and practice of fire extinction, fire prevention and fire engineering, to enhance technical networks, and to give advice and support to our members for the benefit of the community at large.

MEMBERSHIP

Student
 Affiliate Member
 Technician (TIFireE)
 Graduate (GIFireE)
 Associate (AIFireE)
 Member (MIFireE)

Fellow (FIFireE)
 Engineering Technician (EngTech)
 Incorporated Engineer (IEng)
 Chartered Engineer (CEng)
 Affiliate Organization

QUALIFICATION/EXAMINATIONS

IFE Certificate in Fire Science, Operations and Safety (Level 2)
 IFE Certificate in Fire Science, Operations, Fire Safety and Management (Level 3)
 IFE Diploma in Fire Science and Fire Safety (Level 3)

DESIGNATORY LETTERS

TIFireE, GIFireE, AIFireE, MIFireE, FIFireE, EngTech, IEng, CEng

ENGINEERING, GAS

Membership of Professional Institutions and Associations

THE INSTITUTION OF GAS ENGINEERS AND MANAGERS

IGEM House
High Street
Kegworth
Derbyshire DE74 2DA
Tel: 0844 375 4436
Fax: 01509 678198
E-mail: general@igem.org.uk
Website: www.igem.org.uk

IGEM is licensed by EC(UK) and serves a wide range of professionals in the UK and international gas industry through membership and technical standards, having a diverse membership ranging from university students to qualified professionals. Anyone working or interested in the gas industry can form positive connections to enhance their career through IGEM.

MEMBERSHIP

Student Member
Associate (AIGEM)

Associate Member (AMIGEM)
Graduate Member (GradIGEM)
Member Manager (MIGEM)
Technician Member (Eng Tech (MIGEM))
Incorporated Member (I Eng (MIGEM))
Chartered Member (C Eng (MIGEM))
Fellow (C Eng (FIGEM))

DESIGNATORY LETTERS

MIGEM, Eng Tech (MIGEM), I Eng (MIGEM), C Eng (MIGEM), C Eng (FIGEM)

ENGINEERING, GENERAL

Membership of Professional Institutions and Associations

ASSOCIATION OF COST ENGINEERS

Lea House
Sandbach
Cheshire CW11 1XL
Tel: 01270 764798
Fax: 01270 766180
E-mail: enquiries@acoste.org.uk
Website: www.acoste.org.uk

The ACostE represents the professional interests of those with responsibility for the prediction, planning and control of resources for engineering, manufacturing and construction. As a Professional Affiliate of The Engineering Council, we can propose suitably qualified members for the award of the titles of Chartered Engineer (CEng) and Incorporated Engineer (IEng).

MEMBERSHIP

Student
Associate (AA Cost E)
Companion (Companion A Cost E)
Graduate (Grad A Cost E)
Member (MA Cost E)
Fellow (FA Cost E)
Honorary Fellow (Hon FA Cost E)
Certified Cost Engineer (CCE)
Engineering Technician (EngTech)

Incorporated Engineer (IEng)
Chartered Engineer (CEng)

DESIGNATORY LETTERS

AA Cost E, Companion A Cost E, Grad A Cost E, MA
Cost E, FA Cost E, CCE, EngTech, IEng, CEng

INSTITUTE OF MEASUREMENT AND CONTROL

87 Gower Street
London WC1E 6AF
Tel: 020 7387 4949
Fax: 020 7388 8431
E-mail: membership@instmc.org.uk
Website: www.instmc.org.uk

The IMC is a multidisciplinary body that brings together thinkers and practitioners from the many disciplines that have a common interest in measurement and control. Our object is to promote for the public benefit, by all available means, the general advancement of the science and practice of measurement and control technology and its application.

MEMBERSHIP

Student Member
Affiliate Member
Associate Member
Member (MemInstMC)
Fellow (FInstMC)
Honorary Fellow (HonFInstMC)

SEMTA – THE SECTOR SKILLS COUNCIL FOR SCIENCE, ENGINEERING AND MANUFACTURING TECHNOLOGIES

14 Upton Road
Watford
Hertfordshire WD18 0JT
Tel: 0845 643 9001
E-mail: via website
Website: www.semta.org.uk

Semta is part of the Skills for Business network of 25 employer-led Sector Skills Councils in the UK and works with employers in the aerospace, automotive, electrical, electronics, marine, mechanical, metals and

science & bioscience sectors to ascertain their current and future skills needs and provide short- and long-term solutions to meet those needs.

THE ENGINEERING COUNCIL

2nd Floor
246 High Holborn
London WC1V 7EX
Tel: 020 3206 0500
Fax: 020 3206 0501
Website: www.engc.org.uk

The Engineering Council holds the national registers of Engineering Technicians (EngTech), Incorporated Engineers (IEng), Chartered Engineers (CEng) and Information and Communications Technology Technicians (ICTTech). We set and maintain internationally recognised standards of competence and ethics,

ensuring that employers, government and society can have confidence in registrants' skills and commitment.

DESIGNATORY LETTERS

EngTech, IEng, CEng, ICTTech

WOMEN'S ENGINEERING SOCIETY

Michael Faraday House
Six Hills Way
Stevenage
Herts SG1 2AY
Tel: 01438 765506
E-mail: info@wes.org.uk
Website: www.wes.org.uk

The WES, founded in 1919, is a professional, not-for-profit network of women engineers, scientists and technologists, who offer inspiration, support and professional development. Working in partnership, we campaign to encourage women to participate and achieve as engineers, scientists and as leaders.

MEMBERSHIP

Student Member

Associate
Full Member (MWES)
Fellow
Company Member

DESIGNATORY LETTERS
WES

ENGINEERING, MARINE

Membership of Professional Institutions and Associations

THE INSTITUTE OF MARINE ENGINEERING, SCIENCE AND TECHNOLOGY

33 Aldgate High Street
London EC3N 1EN
Tel: +44 (0)20 7382 2600
Fax: +44 (0)20 7382 2670
E-mail: via website
Website: www.imarest.org

The IMarEST, established in 1889, is the leading international membership body and learned society for marine professionals and has more than 15,000 members worldwide. We have a strong international presence, with a network of 50 international branches, affiliations with major marine societies around the world, representation on the key marine technical committees and non-governmental status at the International Maritime Organization.

MEMBERSHIP

Membership Categories

IMarEST membership is open to everyone with an interest in the marine world across scientific, engineering and technological disciplines and applications.

Categories of membership are available to those who are seeking professional recognition, those who are currently studying or just starting out in their careers,

or those who simply have a general interest in the IMarEST and its activities. There are no academic requirements for Non-corporate Membership of the IMarEST. However, professionals seeking Corporate Membership will require certain academic qualifications according to the type of membership being sought.

Corporate Membership Categories

Fellow (FIMarEST)

Fellows are those who qualify for the category of Member and have demonstrated to the satisfaction of Council a level of knowledge and understanding, competence and commitment involving superior responsibility for the conceptual design, management or the execution of important work in a marine related profession, and have given a commitment to abide by the Institute's Code of Professional Conduct.

Member (MIMarEST)

Members are those who qualify for the category of Associate Member and have demonstrated to the satisfaction of Council that they have achieved a position of professional standing having normally been professionally engaged in the marine sector for a period of 5 years that includes significant responsibility and have given a commitment to abide by the Institute's Code of Professional Conduct.

Associate Member (AMIMarEST)

Associate Members are those demonstrating to the satisfaction of Council that they have achieved a position as a technician, or are professionally engaged in Initial Professional Development or occupy an occupational role in the marine sector, and have given a commitment to abide by the Institute's Code of Professional Conduct.

Non-corporate Membership Categories

Affiliate

Affiliates may either be those with an interest in, or who may contribute to, the activities of the Institute; or persons who, in the opinion of Council, can contribute to, or wish to have access to, the technical services of the Institute, being resident in a recognized overseas territory and also members of a professional society with which the Institute has a reciprocal arrangement.

Student (SIMarEST)

Student members are those enrolled on a programme

of further or higher education accredited or recognized by the IMarEST.

Professional Registration

In addition to membership, the IMarEST is licensed to provide a range of registers covering the fields of engineering, science and technology. In addition, the IMarEST's Royal Charter empowers the Institute to offer registers designed to meet the specific needs of the marine profession. Corporate members can become registered (chartered) as follows:

Engineers

Chartered Engineer (CEng)

Chartered Marine Engineer (CMarEng)

Incorporated Engineer (IEng)

Incorporated Marine Engineer (IMarEng)

Engineering Technician (EngTech)

Marine Engineering Technician (MarEngTech)

Scientists

Chartered Scientist (CSci)

Chartered Marine Scientist (CMarSci)

Registered Marine Scientist (RMarSci)

Marine Technician (MarTech)

Technologists

Chartered Marine Technologist (CMarTech)

Registered Marine Technologist (RMarTech)

Marine Technician (MarTech)

DESIGNATORY LETTERS

SIMarEST, AMIMarEST, MIMarEST, FIMarEST

ENGINEERING, MECHANICAL

Membership of Professional Institutions and Associations

INSTITUTION OF MECHANICAL ENGINEERS

1 Birdcage Walk

Westminster

London SW1H 9JJ

Tel: 020 7222 7899

E-mail: enquiries@imeche.org

Website: www.imeche.org

The IMechE is a professional engineering body with about 80,000 members. Our aims are to promote sustainable energy and engineering sustainable supply, economic growth while mitigating and adapting to climate change and the depletion of natural resources, and safe, efficient transport systems to ensure less congestion and emissions, and to inspire, prepare and support tomorrow's engineers so we can respond to society's changes.

MEMBERSHIP

Affiliate

Associate Member (AMIMechE)

Member (MIMechE)

Fellow (FIMechE)

Engineering Technician (EngTech)

Incorporated Engineer (IEng)

Chartered Engineer (CEng)

DESIGNATORY LETTERS

AMIMechE, MIMechE, FIMechE, EngTech, IEng,
CEng

ENGINEERING, MINING

Membership of Professional Institutions and Associations

INSTITUTE OF EXPLOSIVES ENGINEERS

Suite 3,
7-8 Mill Street
Stafford ST16 2AJ
Tel: 01785 240154
Fax: 01785 240154
E-mail: secretariat@iexpe.org
Website: www.iexpe.org

The Institute of Explosives Engineers promotes the occupational competency, education and professional standing of those who work with explosives and provides consultative facilities for organizations and government departments within the explosives field.

MEMBERSHIP

Student
Associate (AIExpE)
Member (MIExpE)

Fellow (FIExpE)
Company
Company Affiliate

QUALIFICATION/EXAMINATIONS
CEng, IEng, Eng Tech

DESIGNATORY LETTERS
AIExpE, MIExpE, FIExpE

THE INSTITUTE OF MATERIALS, MINERALS AND MINING (IOM³)

1 Carlton House Terrace
London SW1Y 5DB
Tel: 020 7451 7300
Fax: 020 7839 1702
E-mail: via website
Website: www.iom3.org

IOM³ is a major UK engineering institution whose activities encompass the whole materials cycle, from exploration and extraction, through characterization, processing, forming, finishing and application, to product recycling and land reuse. We promote and develop all aspects of materials science and engineering, geology, mining and associated technologies, mineral and petroleum engineering and extraction metallurgy, as a leading authority in the worldwide materials and mining community.

MEMBERSHIP

Student
Graduate
Affiliate
Member (MIMMM)
Fellow (FIMMM)
Associate (AIMMM)
Technician (Eng Tech)

DESIGNATORY LETTERS
MIMMM, FIMMM, AIMMM, Eng Tech

THE INSTITUTE OF QUARRYING

McPherson House
8a Regan Way
Chetwynd Business Park
Chilwell
Nottingham NG9 6RZ
Tel: 0115 945 3880
Fax: 0115 948 4035
E-mail: mail@quarrying.org
Website: www.quarrying.org

The Institute of Quarrying, which dates from 1917, is the international professional body for quarrying, construction materials and related extractive and processing industries, and has 6,000 members in some 50 countries. Our aim is to improve all aspects of operational performance through education and training at supervisory and management level.

MEMBERSHIP
Student

Associate
Member (MIQ)
Fellow (FIQ)

QUALIFICATION/EXAMINATIONS
Professional Examination

DESIGNATORY LETTERS
MIQ, FIQ

ENGINEERING, NUCLEAR

Membership of Professional Institutions and Associations

THE NUCLEAR INSTITUTE

CK International House
1-6 Yarmouth Place
London WJ1 7BU
Tel: 020 3475 4701
Fax: 020 3475 4708
E-mail: admin@nuclearinst.com
Website: www.nuclearinst.com

The NI (a Nominated Body of the Engineering Council) is a registered charity established to support the nuclear sector. We organize lectures, seminars and events at a regional and national level, and can award EngTech, IEng and CEng to suitably qualified individuals.

MEMBERSHIP
Student Member
Learned Member

Graduate Member
Technician Member (TNuCl)
Associate Member (AMNuCl)
Member (MNuCl)
Fellow (FNuCl)
Honorary Fellow

DESIGNATORY LETTERS
TNuCl, AMNuCl, MNuCl, FNuCl

ENGINEERING, PRODUCTION

Membership of Professional Institutions and Associations

THE INSTITUTE OF OPERATIONS MANAGEMENT

IOM

Earlstrees Court
Earlstrees Road
Corby
Northamptonshire NN17 4AX
Tel: 01536 740105
E-mail: info@iomnet.org.uk
Website: www.iomnet.org.uk

The Institute of Operations Management (IOM) is the UK professional body for operations management in manufacturing, service industries and the public sector. Our aim is to equip operations professionals with the skills and resources they need to maximise individual potential and organisational process.

MEMBERSHIP

Learner Associate
Student Associate
Apprentice Associate
e-Member Associate
Corporate Associate
Associate
Member (MIOM)

Fellow (FIOM)
APICS Member

QUALIFICATION/EXAMINATIONS

IOM works in partnership with The Chartered Institute of Logistics and Transport to develop and award regulated operations management qualifications for the manufacturing and service sectors. APICS – Certified in Production and Inventory Management (CPIM) and Certified Supply Chain Professional (CSCP) programmes.

DESIGNATORY LETTERS

MIOM, FIOM

ENGINEERING, REFRACTORIES

Membership of Professional Institutions and Associations

INSTITUTE OF REFRACTORIES ENGINEERING

575 Trentham Road
Burton
Stoke on Trent
Staffs ST3 3BN
Tel: 01782 310 234
Fax: 01782 310 234
E-mail: secretary@ireng.org
Website: www.ireng.org

The IRE is a non-profit-making organization dedicated to fostering the science, technology and skills of refractories engineering and to serving the needs of refractories engineers worldwide. Our members have a background in R&D, design, engineering, manufacturing and installation contracting in the iron &

steel, cement, non-ferrous, glass, chemical/petrochemical incineration, power generation, ceramics/bricks and similar industries.

MEMBERSHIP

Student

Associate Member (AMI Ref Eng)
Member (MI Ref Eng)
Fellow (FI Ref Eng)

DESIGNATORY LETTERS
AMI Ref Eng, MI Ref Eng, FI Ref Eng

ENGINEERING, REFRIGERATION

Membership of Professional Institutions and Associations

THE INSTITUTE OF REFRIGERATION

Kelvin House
76 Mill Lane
Carshalton
Surrey SM5 2JR
Tel: 020 8647 7033
E-mail: ior@ior.org.uk
Website: www.ior.org.uk

The IOR is the professional body for the refrigeration and air conditioning industries. We promote the technical advancement and perfection of refrigeration, and the minimization of its effects on the environment, encourage the extension of refrigeration, air conditioning and heat pump services for the benefit of the community, and provide advice, CPD and support to our members.

MEMBERSHIP
Student

Technician Affiliate
Associate Member (AMInstR)
FellowMember (MInstR)
Service Engineering Section
Air Conditioning and Heat Pump Institute of the IOR

QUALIFICATION/EXAMINATIONS
REAL Zero CPD, REAL Skills Europe CPD

DESIGNATORY LETTERS
AMInstR, TMIInstR, MInstR, FIInstR

ENGINEERING, ROAD, RAIL AND TRANSPORT

Membership of Professional Institutions and Associations

INSTITUTE OF HIGHWAY ENGINEERS

De Morgan House
58 Russell Square
London WC1B 4HS
Tel: 020 7436 7487
Fax: 020 7436 7488
E-mail: secretary@theihe.org
Website: www.theihe.org

The IHE is the main professional body for highway and traffic professionals. We are run by engineers for engineers and technicians, and work to keep the standards of the profession high, to safeguard the interests of our members, and to ensure that their contribution is recognised.

MEMBERSHIP
Student Member
Associate Member (AMIHE)
Member (MIHE)
Fellow (FIHE)
Engineering Technician (EngTech)
Incorporated Engineer (IEng)

Chartered Engineer (CEng)

QUALIFICATION/EXAMINATIONS

Prof Cert in Traffic Sign Design
Prof Cert in Traffic Signal Control

Prof Cert in Transport Development Management

DESIGNATORY LETTERS

AMIHE, MIHE, FIHE, EngTech, IEng, CEng

INSTITUTION OF RAILWAY SIGNAL ENGINEERS

4th Floor
1 Birdcage Walk
Westminster
London SW1H 9JJ
Tel: 020 7808 1180
Fax: 020 7808 1196
E-mail: hq@irse.org
Website: www.irse.org

The Institution of Railway Signal Engineers, known more usually as the IRSE, is an international organization, active throughout the world. It is the professional institution for all those engaged or interested in railway signalling and telecommunications and allied disciplines. Membership is open to anyone engaged or interested in the management, planning, design, installation, telecommunications or associated equipment.

MEMBERSHIP

Student

Associate
Accredited Technician
Associate Member
Member
Fellow
Companion

QUALIFICATION/EXAMINATIONS

Professional Examination

DESIGNATORY LETTERS

AMIRSE, MIRSE, FIRSE, CompIRSE

SOCIETY OF OPERATIONS ENGINEERS

22 Greencoat Place
London SW1P 1PR
Tel: 020 7630 1111
Fax: 020 7630 6677
E-mail: soe@soe.org.uk
Website: www.soe.org.uk

SOE is a professional membership organisation representing more than 16,000 individuals and companies in the engineering industry. It was formed in 2000 by the merger of the Institute of Road Transport Engineers (IRTE) and the Institution of Plant Engineers (IPlantE). The Society's third Professional Sector, the Bureau of Engineer Surveyors (BES), joined in 2004.

MEMBERSHIP

Associate Member (AMSOE)
Member (MSOE)
Fellow (FSOE)
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)

THE CHARTERED INSTITUTION OF HIGHWAYS AND TRANSPORTATION

119 Britannia Walk
London N1 7JE
Tel: 020 7336 1555
Fax: 020 7336 1556
E-mail: info@ciht.org.uk
Website: www.ciht.org.uk

The CIHT is a learned society and membership organization concerned with the planning, design, construction, maintenance and operation of land-based transport systems and infrastructure. CIHT provides professional development and networking opportunities to members, with routes to qualifications, cutting-edge technical conferences and exciting social events.

MEMBERSHIP
Student

Associate Member (AMCIHT)
Member (MCIHT)
Fellow (FCIHT)

QUALIFICATION/EXAMINATIONS

Transport Planning Professional (TPP) status
(awarded jointly with the Transport Planning Society (TPS))

DESIGNATORY LETTERS
AMCIHT, MCIHT, FCIHT

ENGINEERING, SHEET METAL

Membership of Professional Institutions and Associations

INSTITUTE OF SHEET METAL ENGINEERING

102 Richmond Drive
Perton
Wolverhampton
West Midlands WV6 7UQ
Tel: 07891 499146
E-mail: ismesec@googlemail.com
Website: www.isme.org.uk

The ISME is a learned body with individual membership open to those employed in the sheet metal and associated industries and corporate membership open to relevant companies. Our aims are to promote the science of working and using sheet metal by providing opportunities for the exchange of ideas and information, and to encourage the professional development of our members.

MEMBERSHIP
Student Member
Member (MISME)
Fellow (FISME)
Corporate Member

DESIGNATORY LETTERS
MISME, FISME

ENGINEERING, STRUCTURAL

Membership of Professional Institutions and Associations

THE INSTITUTION OF STRUCTURAL ENGINEERS

47-58 Bastwick Street
London EC1V 3PS
Tel: 020 7235 4535
Fax: 020 7235 4294
E-mail: membership@istructe.org
Website: www.istructe.org

The Institution of Structural Engineers, founded in 1908, is the world's largest membership organization dedicated to the art and science of structural engineering. Our aims include: maintaining professional standards for structural engineering; ensuring continued technical excellence; advancing safety, creativity and innovation; and promoting a sustainable approach to both the structural engineering profession and the built environment.

MEMBERSHIP
Student

Graduate
Technician (TIStructE)
Associate Member (AMIStructE)
Associate (AIStructE)
Chartered Member (MIStructE)
Fellow (FIStructE)

DESIGNATORY LETTERS

TIStructE, AMIStructE, AIStructE, MIStructE,
FIStructE

ENGINEERING, WATER

Membership of Professional Institutions and Associations

INSTITUTE OF WATER

4 Carlton Court
Team Valley
Gateshead
Tyne and Wear NE11 0AZ
Tel: 0191 422 0088
Fax: 0191 422 0087
E-mail: info@instituteofwater.org.uk
Website: www.instituteofwater.org.uk

The IW is the only institute concerned with the UK water industry. Our aim is to promote high standards of integrity, conduct and ethics, and to provide our members with an opportunity for CPD and growth through sharing knowledge, experience and networking opportunities.

MEMBERSHIP
Student Member
Associate Member
Full Member

Fellow
Honorary Member
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
Chartered Environmentalist (CEnv)
Company Member

DESIGNATORY LETTERS

EngTech, IEng, CEng, CEnv

ENGINEERING DESIGN

Membership of Professional Institutions and Associations

THE INSTITUTION OF ENGINEERING DESIGNERS

Courtleigh
Westbury Leigh
Westbury
Wiltshire BA13 3TA
Tel: 01373 822801
Fax: 01373 858085
E-mail: via website
Website: www.ied.org.uk

Established in 1945, the IED represents 4,000 members worldwide working in engineering design, product design and CAD. Benefits include a bimonthly journal, access to an extensive library, legal advice helpline, local branch activities, and guidance and support to registration with the EC(UK) for suitably qualified members.

MEMBERSHIP

IED membership has two divisions: Engineering Design, and Product Design and Technology.

Each division has a range of membership grades: Student Member (StudIED), Graduate/Diplomate

Member (GradIED/DipIED), Competent Draughting Associate (CDAIED), Associate (AIED), Member (MIED), Fellow (FIED), Affiliate

QUALIFICATION/EXAMINATIONS

Registration with EC(UK) for suitably qualified members

DESIGNATORY LETTERS

AIED, MIED, FIED

ENVIRONMENTAL SCIENCES

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF ECOLOGY AND ENVIRONMENTAL MANAGEMENT

43 Southgate Street
Winchester
Hampshire SO23 9EH
Tel: 01962 868626
E-mail: enquiries@cieem.net
Website: www.cieem.net

Founded in 1991 to advance the science, technology and practice of ecology, environmental management and sustainable development to further conservation and the enhancement of biodiversity through education, training, study and research. CIEEM now has more than 4,900 members drawn from local authorities, government agencies, industry, environmental consultancy, teaching/research and NGOs.

MEMBERSHIP

Supporter Member

Student Member
Qualifying Member
Graduate Member (Grad CIEEM)
Associate Member (ACIEEM)
Full Member (MCIEEM)
Fellow (FCIEEM)

DESIGNATORY LETTERS

Grad CIEEM, ACIEEM, MCIEEM, FCIEEM

EXPORT

Membership of Professional Institutions and Associations

THE INSTITUTE OF EXPORT

Export House
Minerva Business Park
Lynch Wood
Peterborough PE2 6FT
Tel: 01733 404400
E-mail: via website
Website: www.export.org.uk

Established since 1935 offering training and professional qualifications to those working within international trade. We are the only professional institute in the UK offering qualifications ranging from the new 14–19 Diploma up to a level 5 Diploma as well as standard and bespoke training courses for individuals and companies.

MEMBERSHIP

Affiliate
Student
Associate

Member MIEx (Grad)
Member MIEx
Fellow
Business

QUALIFICATION/EXAMINATIONS

Diploma in International Trade (DIT)
Certified International Trade Advisor (CIT)
Advanced Certificate in International Trade (ACIT)
Young International Trader (YIT)
Certificate in International Trade (CIT)
Foundation Degree (FdA)

FISHERIES MANAGEMENT

Membership of Professional Institutions and Associations

INSTITUTE OF FISHERIES MANAGEMENT

PO Box 679
Hull
East Yorkshire HU5 9AX
Tel: 0845 388 7012
E-mail: info@ifm.org.uk
Website: www.ifm.org.uk

The Institute of Fisheries Management is an international organization of persons sharing a common interest in the modern and sustainable management of recreational and commercial fisheries. It is a non-profit-making body and is a constituent body of the Society for the Environment.

MEMBERSHIP

Subscriber
Student Member
Associate Member (AMIFM)
Registered Member (MIFM)

Fellow (FIFM)
Honorary Fellow (Hon FIFM)
Corporate Member
Honorary Member (Hon MIFM)

QUALIFICATION/EXAMINATIONS

Certificate
Diploma (accredited by The Open University)

DESIGNATORY LETTERS

AMIFM, MIFM, FIFM, Hon FIFM, Hon MIFM

FLORISTRY

Membership of Professional Institutions and Associations

BRITISH FLORIST ASSOCIATION

PO Box 674
Wigan
Lancashire WN1 9LL
Tel: 0844 800 7299
E-mail: via website
Website: www.britishfloristassociation.org

The BFA, founded in 1951, is an awarding body that promotes the highest standards in professional floristry. We are responsible for preparing and setting the highest floristry qualifications and for designing programmes for the training of SOF judges and examiners. We provide help, advice and information to our more than 1,000 members, who include business owners, florists, training providers, and students.

MEMBERSHIP
Florist Individual
Student
Corporate
Associate
College Member
Honorary Member

FOOD SCIENCE AND NUTRITION

Membership of Professional Institutions and Associations

INSTITUTE OF FOOD SCIENCE AND TECHNOLOGY

5 Cambridge Court
210 Shepherd's Bush Road
London W6 7NJ
Tel: 020 7603 6316
E-mail: info@ifst.org
Website: www.ifst.org

IFST is the leading independent qualifying body for food professionals in Europe and the only professional body in the UK concerned with all aspects of food science and technology. As a registered charity we are independent of government, industry, lobby or special interest groups.

Member (MIFST)
Fellow (FIFST)
Chartered Scientist (CSci)
Registered Scientist (RSci)
Registered Science Technician (RSciTech)
Professional Food Sensory Group

MEMBERSHIP
Associate

DESIGNATORY LETTERS
MIFST, FIFST, CSci, RSci, RSciTech

FORESTRY AND ARBORICULTURE

Membership of Professional Institutions and Associations

INSTITUTE OF CHARTERED FORESTERS

59 George Street
Edinburgh EH2 2JG
Tel: 0131 240 1425
Fax: 0131 240 1424
E-mail: icf@charteredforesters.org
Website: www.charteredforesters.org

The ICF is the Royal Chartered body for foresters and arboriculturists in the UK. We have over 1,000 members, to whom we offer advice, guidance and support. We also strive to foster a greater public understanding and awareness of the profession, as the environment and its management become more relevant to everyone.

MEMBERSHIP

Student Member

Supporter
Associate Member
Professional Member (MICFor)
Fellow (FICFor)

QUALIFICATION/EXAMINATIONS

Professional Membership Entry (PME) exam

DESIGNATORY LETTERS

MICFor, FICFor

THE ARBORICULTURAL ASSOCIATION

The Malthouse
Stroud Green
Standish
Stonehouse
Gloucestershire GL10 3DL
Tel: 01242 522152
Fax: 01242 577766
E-mail: admin@trees.org.uk
Website: www.trees.org.uk

The Arboricultural Association, founded in 1964, is the leading body in the UK for the amenity tree care professional in either civic or commercial employment at craft, technical, supervisory, managerial or consultancy level. There are currently over 2,000 members of The Arboricultural Association in a variety of membership classes.

MEMBERSHIP

Student Member
Ordinary Member
Associate Member

Technician Member
Professional Member
Fellow
Fellow Retired
Corporate Member

QUALIFICATION/EXAMINATIONS

Arboricultural Association Approved Contractor
Arboricultural Association Registered Consultant

DESIGNATORY LETTERS

TechArborA, MArborA, FArborA

THE ROYAL FORESTRY SOCIETY

The Hay Barns
Home Farm Drive
Upton Estate
Banbury OX15 6HU
Tel: 01295 678588
Fax: 01295 670798
E-mail: rfshq@rfs.org.uk
Website: www.rfs.org.uk

The RFS was founded in 1882 and now has over 3,600 members. We are dedicated to promoting the wise management of trees and woodlands, and to increasing people's understanding of forestry. We publish a popular journal, the *Quarterly Journal of Forestry*, arrange outdoor meetings, organize woodland study tours in the UK and overseas, run courses in Forestry and arboriculture and manage model woodlands.

MEMBERSHIP

Member
Corporate Member
Full-time Student

QUALIFICATION/EXAMINATIONS

RFS Certificate in Arboriculture
RFS Certificate in Forestry
RFS Certificate in Silviculture

FOUNDRY TECHNOLOGY AND PATTERN MAKING

Membership of Professional Institutions and Associations

THE INSTITUTE OF CAST METALS ENGINEERS

National Metalforming Centre
47 Birmingham Road
West Bromwich
West Midlands B70 6PY
Tel: 01216 016979
Fax: 01216 016981
E-mail: info@icme.org.uk
Website: www.icme.org.uk

The ICME is the professional body for those in the castings and associated industry. It was formed in 1904, granted its first Royal Charter in 1921, a Third Supplemental Charter in 1994 and changed its name in 2001. The granting of the Third Supplemental Charter aligned its membership requirements with those of the EC(UK).

MEMBERSHIP

Student
Member (MICME)

Professional Member (Prof MICME)
Fellow (FICME)
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
European Engineer (EurIng)

DESIGNATORY LETTERS

MICME, Prof MICME, FICME, EngTech, IEng, CEng, EurIng

FREIGHT FORWARDING

Membership of Professional Institutions and Associations

BRITISH INTERNATIONAL FREIGHT ASSOCIATION (BIFA)

Redfern House
Browells Lane
Feltham
Middlesex TW13 7EP
Tel: 020 8844 2266
Fax: 020 8890 5546
E-mail: bifa@bifa.org
Website: www.bifa.org/content/home

BIFA is the principal trade association providing representation, training and support to British companies engaged in the international movement of freight to and from the UK by air, rail, road and sea. It is a not-for-profit organisation. Members are

encouraged to contribute to the running of the Association.

MEMBERSHIP
Associate Member
Trade Member

FUNDRAISING

Membership of Professional Institutions and Associations

INSTITUTE OF FUNDRAISING

Park Place
12 Lawn Lane
London SW8 1UD
Tel: 020 7840 1000
Fax: 020 7840 1001
E-mail: enquiries@institute-of-fundraising.org.uk
Website: www.institute-of-fundraising.org.uk

The Institute of Fundraising is the professional body for fundraisers in the UK, representing over 5,000 individual fundraisers and 340 organisations. We offer professional support, act as a voice for fundraisers and promote best practice. We offer professional qualifications and training, and the annual IoF National Convention is the largest fundraising conference of its type in Europe.

MEMBERSHIP
Associate
Full Member (MInstF)
Fully Certificated Member MInstF(Cert)

Diploma Qualified Member MInstF(Dip)
Organisational Member

QUALIFICATION/EXAMINATIONS
Introductory Certificate in Fundraising
Certificate in Fundraising
Diploma in Fundraising
Advanced Diploma in Fundraising (in development)
Certificate in Direct Marketing

DESIGNATORY LETTERS
MInstF, MInstF(Cert), MInstF(Dip), FInstF, FInstF(-Cert), FInstF(Dip)

FUNERAL DIRECTING, BURIAL AND CREMATION ADMINISTRATION

Membership of Professional Institutions and Associations

NATIONAL ASSOCIATION OF FUNERAL DIRECTORS

618 Warwick Road
Solihull
West Midlands B91 1AA
Tel: 0845 230 1343
Fax: 0121 711 1351
E-mail: info@nafd.org.uk
Website: www.nafd.org.uk

The NAFD, founded in 1905, is an independent trade association whose members include more than 3,200 funeral homes throughout the UK, suppliers to the profession, and overseas funeral directing businesses. We provide support to our members and offer informed opinion to government.

MEMBERSHIP

Funeral Director (Category A) Member

Supplier (Category B) Member
Overseas Member

QUALIFICATION/EXAMINATIONS

Diploma in Funeral Arranging and Administration (Dip.FAA)
Diploma in Funeral Directing (Dip.FD)

NATIONAL ASSOCIATION OF MEMORIAL MASONS

1 Castle Mews
Rugby
Warwickshire CV21 2AL
Tel: 01788 542264
Fax: 01788 542276
E-mail: enquiries@namm.org.uk
Website: www.namm.org.uk

The NAMM was formed in 1907 to promote excellence and craftsmanship within the memorial masonry trade. Our services to members include training, business advice, technical advice, promotion, a legal helpline, a conciliation and arbitration service, trade exhibitions and a conference. We protect members' interests through representation to the British Standards Institution (BSI) and the Burial & Cemeteries Advisory Group (BCAG).

MEMBERSHIP

Individual Associate Member
Affiliate Member
Full Retail and Wholesale Members
Company Associate Member
Corporate Associate Member
Overseas Member
Overseas Affiliate Member

THE INSTITUTE OF BURIAL AND CREMATION AUTHORITIES

ICCM National Office & Training Centre
City of London Cemetery
Aldersbrook Road
Manor Park
London E12 5DQ
Tel: 020 8989 4661
Fax: 020 8989 6112
E-mail: iccmjulie@gmail.com
Website: www.iccm-uk.com

Accredited education and training opportunities for those working in cemeteries and crematori.

Best practice guidance and policy for burial and cremation authorities.

MEMBERSHIP

Member (MICCM)
Associate Member (AICCM)
Fellow (FICCM)
Corporate
Associate Corporate

QUALIFICATION/EXAMINATIONS

Diploma – Fully Accredited NHC in Cemetery & Crematorium Management and the Management of Natural Burial Grounds

Cemetery Operatives Training Scheme – A comprehensive suite of City & Guilds accredited qualifications

Crematorium Technicians Training Scheme – BTEC accredited qualifications for crematory staff

DESIGNATORY LETTERS

MICCM, AICCM, FICCM

FURNISHING AND FURNITURE

Membership of Professional Institutions and Associations

FLOORING INDUSTRY TRAINING ASSOCIATION

4c St Marys Place
The Lace Market
Nottingham NG1 1PH
Tel: 0115 9506836
E-mail: info@fita.co.uk
Website: www.fita.co.uk

FITA was set up and is fully supported by the CFA and the NICF to provide training for the floor-covering industry. We have a fully equipped training centre at Loughborough, where the majority of our courses are run. We also offer tailor-made courses to suit individual specifications and requirements.

QUALIFICATION/EXAMINATIONS

FITA Training Courses

The Flooring Industry Flooring Association was set up by, and is fully supported by the CFA and NICF to provide training.

FITA has a fully equipped training centre at Loughborough in Leicestershire where the majority of our standard courses are run. FITA also offers tailor-made courses to suit your specifications and requirements, quotations on request.

FITA instructors have all passed assessments and knowledge exams and are supported on courses by technicians with specialist knowledge from the trade. FITA also enjoys the support of a considerable number of suppliers who freely donate materials, accessories and tools.

Fully trained staff are an asset to any company. The outlay for training courses far outweighs the initial cost.

Please be sure to book early to reserve your place on a course. Go to our Course Dates page for details of our latest courses and the training centres where they are being held.

Training courses considered suitable for Domestic Installers

Carpet Fitting – Basic

Carpet Fitting – Intermediate

Domestic Sheet Vinyl Fitting

Profitable Measuring and Quoting

Subfloor Preparation – Domestic

Training courses considered suitable for Commercial Installers

Commercial Vinyl Fitting – Advanced

Commercial Vinyl Fitting – Basic

Commercial Vinyl Fitting – Intermediate

Cost Effective Estimating and Planning

Linoleum Installation – Intermediate

Subfloor Preparation – Commercial

Training courses considered suitable for Domestic & Commercial Installers

Carpet Fitting – Advanced

Laminate and Wood Fitting – Basic

Linoleum Installation – Basic

Moisture – Preventing floor failures

Resilient / Luxury Vinyl Tile Fitting – Advanced

Resilient / Luxury Vinyl Tile Fitting – Basic

Wood Fitting – Advanced

Wood Fitting – Intermediate

Wood Sanding and Finishing

Assessments designed for FITA QA Accreditation

QA Card Adhered Carpet Assessment

QA Card Carpet Tile Assessment

QA Card Floating Timber Assessment

QA Card Resilient Sheet Assessment

QA Card Subfloor Preparation Assessment

QA Card Vinyl Tile Assessment

NATIONAL INSTITUTE OF CARPET AND FLOORLAYERS

4c St Marys Place

The Lace Market

Nottingham NG1 1PH

Tel: 0115 9583077

Fax: 0115 9412238

E-mail: info@nicfltd.org.uk

Website: www.nicfltd.org.uk

The NICF furthers the interests of its members by promoting excellence in the field of carpet and floorlaying and providing a range of benefits, products and services.

MEMBERSHIP

Master Fitter Member

Fitter Member

Trainee Fitter Member

Retailer Member

Associate Member

Patron Member

QUALIFICATION/EXAMINATIONS

Fitter qualification assessment

Master Fitter qualification assessment

GEMMOLOGY AND JEWELLERY

Membership of Professional Institutions and Associations

THE GEMMOLOGICAL ASSOCIATION OF GREAT BRITAIN

21 Ely Place
London EC1N 6TD
Tel: 020 7404 3334
Fax: 020 7404 8843
E-mail: information@gem-a.com
Website: www.gem-a.com

The Gemmological Association of Great Britain (Gem-A), a UK-registered charity, is the world's longest established provider of gem and jewellery education, our first diploma having been awarded in 1913. We are committed to promoting the study of gemmology and to providing CPD to our members – an international community of gem professionals and enthusiasts.

MEMBERSHIP
Member

Fellow (FGA)
Diamond Member (DGA)
Corporate Member

QUALIFICATION/EXAMINATIONS
Foundation Certificate in Gemmology
Diploma in Gemmology
Diamond Diploma

DESIGNATORY LETTERS
FGA, DGA

THE NATIONAL ASSOCIATION OF GOLDSMITHS

78A Luke Street
London EC2A 4XG
Tel: 020 7613 4445
E-mail: nag@jewellers-online.org
Website: www.jewellers-online.org

The NAG, established in 1894, serves and supports the jewellery industry of Great Britain and Ireland. We promote high professional standards among our members, who must adhere to a code of professional practice. In return, we offer them advice, support and CPD in the form of distance learning courses, seminars and tutorials.

MEMBERSHIP
Alumni Member
Allied Member

Affiliate Member
Ordinary Member

QUALIFICATION/EXAMINATIONS
Professional Jewellers' Diploma (JET 1 Certificate)
Professional Jewellers' Diploma (JET 2 Diploma)
Professional Jewellers' Management Diploma (JETPlus)
Professional Jewellers' Business Development Diploma (JETPro)
Certificate of Appraisal Theory (CAT)

GENEALOGY

Membership of Professional Institutions and Associations

SOCIETY OF GENEALOGISTS

14 Charterhouse Buildings
Goswell Road
London EC1M 7BA
Tel: 020 7251 8799
Fax: 020 7250 1800
E-mail: info@sog.org.uk
Website: www.sog.org.uk

The Society (founded 1911) is the National Family History Centre. A registered educational charity, it was founded to encourage and foster the study, science and knowledge of genealogy. This it does chiefly through its library, publications and extensive education programme of courses and events. It currently does not hold exams.

MEMBERSHIP

Member
Fellow (FSG)
Honorary Fellow (FSG Hon)

DESIGNATORY LETTERS

FSG, FSG Hon

THE HERALDRY SOCIETY

53 Hitchin Street
Baldock
Herts SG7 6AQ
Tel: 01869 246188
E-mail: memsec@theheraldrysociety.com
Website: www.theheraldrysociety.com

The Heraldry Society is a registered charity that aims to encourage interest in heraldry through publications, lectures, visits and related activities. Members receive *The Heraldry Gazette*, which contains heraldic news and comments, and Society information quarterly. We maintain contact with heraldic societies in many parts of the UK and abroad.

Fellow (FHS)
Honorary Fellow (Hon FHS)

QUALIFICATION/EXAMINATIONS

Elementary Certificate
Intermediate Certificate
Advanced Certificate
Diploma (DipHS)

MEMBERSHIP

Associate Member
Ordinary Member

DESIGNATORY LETTERS

FHS, Hon FHS

THE INSTITUTE OF HERALDIC AND GENEALOGICAL STUDIES

79–82 Northgate
Canterbury
Kent CT1 1BA
Tel: 01227 768664
Fax: 01227 765617
E-mail: via website
Website: www.ihgs.ac.uk

The IHGS, founded in 1961, is an independent educational charitable trust that offers a wide range of courses on family history, heraldry and related historical subjects, and has an extensive library, archive and research facilities. We also publish a monthly e-mail newsletter and a quarterly journal, *Family History*.

MEMBERSHIP

Associate Member

Graduate Member

QUALIFICATION/EXAMINATIONS

Correspondence Course in Genealogy
Higher Certificate in Genealogy
Diploma in Genealogy

DESIGNATORY LETTERS

LHG, FHG

GEOGRAPHY

Membership of Professional Institutions and Associations

ROYAL GEOGRAPHICAL SOCIETY (WITH THE INSTITUTE OF BRITISH GEOGRAPHERS)

1 Kensington Gore
London SW7 2AR
Tel: 020 7591 3000
Fax: 020 7591 3001
E-mail: via website
Website: www.rgs.org

The RGS-IBG is the learned society and professional body for geography. We aim to foster an understanding and informed enjoyment of our world: developing, supporting and promoting geographical research, expeditions and fieldwork, education, public engagement, and providing geography input to policy.

MEMBERSHIP

Young Geographer

Member

Postgraduate Fellow

Fellow

Chartered Geographer (CGeog)

Corporate Member

DESIGNATORY LETTERS

FRGS, CGeog

GEOLOGY

Membership of Professional Institutions and Associations

THE GEOLOGICAL SOCIETY

Burlington House
Piccadilly
London W1J 0BG
Tel: 020 7434 9944
Fax: 020 7439 8975
E-mail: enquiries@geolsoc.org.uk
Website: www.geolsoc.org.uk

The Geological Society, founded in 1807, is the UK's national organization for professional Earth scientists. The normal grade of membership is Fellow. Students may become Candidate Fellows. Members of the public not eligible for any other status may join as Friends.

MEMBERSHIP

Friend
Candidate Fellow
Fellow
Chartered Geologist

DESIGNATORY LETTERS

FGS, CGeol

GLASS TECHNOLOGY

Membership of Professional Institutions and Associations

BRITISH SOCIETY OF SCIENTIFIC GLASSBLOWERS

Unit W1, MK2 Business Centre
Barton Road
Bletchley
Milton Keynes
Buckinghamshire MK2 3HU
Tel: 01908 821191
Fax: 01908 821195
E-mail: sales@biochemglass.co.uk
Website: www.bssg.co.uk

The Society was founded in 1960 for the benefit of those engaged in Scientific Glassblowing and its associated professions, and to uphold and further the status of Scientific Glassblowers. We welcome written submissions to our quarterly journal, which is circulated to members.

Fellow
Full Member
Master
Honorary Member
Retired Member
Overseas Member

MEMBERSHIP

Associate
Student Member

DESIGNATORY LETTERS

Master MBSSG, Fellow FBSSG

SOCIETY OF GLASS TECHNOLOGY

9 Churchill Way
Chapeltown
Sheffield
South Yorkshire S35 2PY
Tel: 0114 2634455
Fax: 0871 8754085
E-mail: info@sgt.org
Website: www.sgt.org

The objects of the Society of Glass Technology are to encourage and advance the study of the history, art, science, design, manufacture, after treatment, distribution and end use of glass of any and every kind.

MEMBERSHIP

Personal Member
Fellow (FSGT)
Fellow Emeritus

Honorary Fellow (HonFSGT)
Corporate Member

QUALIFICATION/EXAMINATIONS

Peer review by the Board of Fellows

DESIGNATORY LETTERS

FSGT, HonFSGT

HAIRDRESSING

Membership of Professional Institutions and Associations

HABIA

Oxford House
Sixth Avenue
Sky Business Park, Robin Hood Airport
Doncaster
South Yorkshire DN9 3GG
Tel: 0845 6 123555
Fax: 01302 774949
E-mail: info@habia.org
Website: www.habia.org

Habia is the government-appointed standards-setting body for hair, beauty, nails, spa therapy, barbering and African-type hair, and creates the standards that form the basis of all qualifications, including NVQs, SVQs, apprenticeships, diplomas and foundation degrees, as well as industry codes of practice.

MEMBERSHIP

Habia offers a membership programme for training providers (Habia Members) and a wider, free membership for industry professionals and educators.

THE GUILD OF HAIRDRESSERS

Archway House
Barnsley S71 1AQ
Tel: 01226 786555
Fax: 01226 208300

The Guild of Hairdressers dates back to 1340, when it was part of the Guild of Barbers and Surgeons. Then in the late 16th century, when the surgeons split off, it became the Guild of Hairdressers, Wigmakers and

Perfumers. Today it still exists for the benefit of its members, who adhere to a code of ethics and to whom it provides help and advice.

HEALTH AND HEALTH SERVICES

Membership of Professional Institutions and Associations

BRITISH OCCUPATIONAL HYGIENE SOCIETY – FACULTY OF OCCUPATIONAL HYGIENE

5/6 Melbourne Business Court
Millennium Way
Pride Park
Derby DE24 8LZ
Tel: 01332 298101
Fax: 01332 298099
E-mail: admin@bohs.org
Website: www.bohs.org

BOHS is a Chartered professional membership organisation and learned society, promoting public and professional awareness, good practice and high standards of occupational hygiene, to help reduce work-related ill-health. The Faculty is our professional arm and examining board, and administers examinations and awards qualifications in occupational hygiene and allied subjects.

MEMBERSHIP

Individual
Student
Affiliate (corporate)
Retired
Associate (AFOH)
Licentiate (LFOH)
Chartered Member (CMFOH)
Specialist Member (MFOH(S))
Chartered Fellow (CFFOH)

QUALIFICATION/EXAMINATIONS

A range of UK and international qualifications in occupational hygiene and related subjects, which

include stand-alone modules covering general principles and practical applications at the technician level, through to BOHS's own professional level Certificate and Diploma qualifications.

The Occupational Hygiene Modules are aimed at those who want to gain a qualification in a particular topic of occupational hygiene to demonstrate technical expertise in that area or, grouped together, to gain exemption from the Faculty's professional level Certificate Core examination.

The International Occupational Hygiene Modules are based on the Occupational Hygiene Modules, without specific reference to UK or other legislation. The Proficiency Modules cover both theory and practical training in a specific subject, and are aimed at those needing to demonstrate a level of proficiency to carry out the area of work covered by the Module.

Our professional qualifications are as follows: The Certificate of Competence in an individual subject is for candidates wanting to establish their competence in a specific field, and follows on from successful completion of one of the Occupational Hygiene

Modules. This is an oral examination, supported by submission of a written report. The Certificate of Operational Competence in Occupational Hygiene is the qualification required to join the Faculty of Occupational Hygiene as a Licentiate, and demonstrates knowledge and competence in the broad principles and practice of occupational hygiene. This is a two-part written and oral examination. The Diploma of Professional Competence in Occupational Hygiene is the highest professional occupational hygiene qualification. Candidates must already hold the Certificate of Operational Competence, and be able to demonstrate 5 years' experience in the field of occupational hygiene. Award of the Diploma

qualifies the holder to become a Member of the Faculty, and demonstrates knowledge of, and competence in, assessment of health hazards and the extent of risk in various workplace circumstances, and an ability to advise on suitable control procedures. This is also a two-part, written and oral, examination. Practising members who hold the Diploma are awarded the title of Chartered Occupational Hygienist.

For further information see www.bohs.org/education/examinations/

DESIGNATORY LETTERS

AFOH, LFOH, CMFOH, CFFOH, MFOH(S)

CHARTERED INSTITUTE OF ENVIRONMENTAL HEALTH

Chadwick Court
15 Hatfields
London SE1 8DJ
Tel: 020 7928 6006
Fax: 020 7806 0666
E-mail: via website
Website: www.cieh.org

The CIEH is a professional, awarding and campaigning body at the forefront of environmental and public health and safety.

MEMBERSHIP

Student Member
Associate
Accredited Associate
Graduate Member

Voting Member
Fellow
Chartered Environmental Health Practitioner

QUALIFICATION/EXAMINATIONS

The CIEH offers a range of Ofqual-regulated qualifications at four levels in health and safety, food safety, environmental protection, fire safety and education and training.

ERGONOMICS SOCIETY

Elms Court
Elms Grove
Loughborough
Leicestershire LE11 1RG
Tel: 01509 234904
Fax: 01509 235666
E-mail: iehf@ergonomics.org.uk
Website: www.ergonomics.org.uk

The Ergonomics Society, founded in 1949, is a UK-based professional society for ergonomists worldwide. We encourage and maintain high standards of professional practice through education, accreditation and development, promote the interests of our

members across government, academia, business and industry, and raise awareness of ergonomics in general.

MEMBERSHIP

Student Member
Associate Member
Graduate Member

Registered Member (MErgS)
Fellow (FErgS)
Technical Member
Retired Member

INSTITUTE OF HEALTH PROMOTION AND EDUCATION

c/o Dawn Wills
20 Mardley Avenue
Welwyn
Hertfordshire AL6 0UD
Tel: c/o 01438 840040
E-mail: admin@ihpe.org.uk
Website: www.ihpe.org.uk

The IHPE was established 50 years ago to bring together professionals with a common interest in health education and promotion to share their experience, ideas and information. Our members come from a diverse range of backgrounds, including nursing, midwifery, health visiting, medicine, dentistry, public health, stress management, psychology and teaching.

MEMBERSHIP

Student Member
Associate Member (AIHPE)
Full Member (MIHPE)
Fellow (FIHPE)
Corporate Member

DESIGNATORY LETTERS

MIHPE, AIHPE, FIHPE

INSTITUTE OF HEALTH RECORDS AND INFORMATION MANAGEMENT

Marshall House
Heanor Gate Road
Heanor
Derbyshire DE75 7RG
Tel: 01773 713927
Fax: 01773 713927
E-mail: ihrim@zen.co.uk
Website: www.ihrim.co.uk

IHRIM was founded in 1948, primarily as an educational body, to provide qualifications as well as career and professional assistance to members. We encourage professionalism and high standards among our members who work in the fields of health records, information management, clinical coding and information governance.

MEMBERSHIP

Student
Affiliate
Licentiate
Certificated Member (CHRIM)
Accredited Clinical Coder (ACC)

Associate (AHRIM)
Fellow (FHRIM)
Corporate Affiliate

QUALIFICATION/EXAMINATIONS

Certificate of Technical Competence
Foundation exam
Certificate exam
Diploma exam
National Clinical Coding Qualification

DESIGNATORY LETTERS

CHRIM, ACC, AHRIM, FHRIM

INSTITUTE OF HEALTHCARE ENGINEERING AND ESTATE MANAGEMENT

2 Abingdon House
Cumberland Business Centre
Northumberland Road
Portsmouth PO5 1DS
Tel: 023 92 823186
Fax: 023 92 815927
E-mail: office@iheem.org.uk
Website: www.iheem.org.uk

The Institute of Healthcare Engineering and Estate Management (IHEEM) is a Professional Engineering Institute, a specialist institute for the Healthcare Estates Sector.

The Institute counts among its members employees of both public and private healthcare providers, as well as those employed in private sector engineering and consultancy firms and practices.

MEMBERSHIP

Graduate (GIHEEM)
Associate Member (AMIHEEM)
Technician (TIHEEM)
Member (MIHEEM)
Fellow (FIHEEM)

DESIGNATORY LETTERS

GIHEEM, AMIHEEM, TIHEEM, MIHEEM, FIHEEM

INSTITUTE OF HEALTHCARE MANAGEMENT

John Snow House
59 Mansell Street
London E1 8AN
Tel: 020 7265 7321
Fax: 020 7265 7301
E-mail: education@ihm.org.uk
Website: www.ihm.org.uk

The IHM is the professional organization for managers throughout healthcare, including the NHS, independent providers, healthcare consultants and the armed forces. Our focus is on improving patient/user care by publishing standards of management practice, promoting the IHM Code (which covers behavioural and ethical aspects of management practice) and establishing a CPD framework for our members.

MEMBERSHIP

Associate Member
Full Member (MIHM)

QUALIFICATION/EXAMINATIONS

Certificate in Health Management Studies (CertHMS)
Certificate in Health Services Management (CertHSM)
Certificate in Managing Health Services (CertMHS)
Certificate in Managing Health & Social Care (CertMHSC)
Diploma in Health Services Management (DipHSM)

DESIGNATORY LETTERS

MIHM, FIHM, CIHM

THE ROYAL SOCIETY FOR PUBLIC HEALTH

John Snow House
59 Mansell Street
London E1 8AN
Tel: 020 7265 7300
Fax: 020 7265 7301
E-mail: via website
Website: www.rsph.org.uk

The RSPH was formed in October 2008 by the merger of the Royal Society for the Promotion of Health (RSPH/RSH) and the Royal Institute of Public Health (RIPH). We offer a wide range of vocationally related qualifications in the fields of food safety and nutrition, hygiene, health and safety, pest control, health promotion and the built environment.

MEMBERSHIP
Associate (ARSPH)

Licentiate (LRSPH)
Member (MRSPH)
Fellow (FRSPH)
Student

QUALIFICATION/EXAMINATIONS
Please see the RSPH's website.

DESIGNATORY LETTERS
ARSPH, LRSPH, MRSPH, FRSPH

HORSES AND HORSE RIDING

Membership of Professional Institutions and Associations

EQUESTRIAN QUALIFICATIONS GB LTD

Equestrian Qualifications GB Ltd
Equestrian House
Abbey Park
Kenilworth
Warwickshire CV8 2XZ
Tel: 02476 840544
Fax: 02476 840501
E-mail: enquiry@equestrian-qualifications.org.uk
Website: www.equestrian-qualifications.org.uk

EQL offers vocational and work-based qualifications for the Equestrian Industry. We work in partnership with a variety of organisations to develop and award qualifications for grooms, stable managers and coaches. Our qualifications include UKCC qualifications, British Horse Society qualifications, Work Based Diplomas, Scottish Vocational Qualifications and Equestrian Tourism Qualifications.

QUALIFICATION/EXAMINATIONS
Our Awards include
BHS Horse Knowledge and Care Level 1 – Level 4
BHS Riding Exams Level 1 – Level 4

BHS Coaching and Teaching Exams Level 2 – Level 5
UKCC Certificates in Coaching (specialist routes)
Level 1 – Level 3
Work Based Diplomas
Scottish Vocational Qualifications

The BHS also offers higher level qualifications for BHS Instructor and Fellowship of the BHS, as well as those for the recreational horse owner.

EQL website: www.equestrian-qualifications.org.uk
BHS website: www.bhs.org.uk

HOUSING

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTE OF HOUSING

Octavia House
Westwood Way
Coventry CV4 8JP
Tel: 024 7685 1700
E-mail: membership.services@cih.org
Website: www.cih.org

The CIH is the professional body for people involved in housing and communities. We are a registered charity and not-for-profit organization. We have a diverse and growing membership of over 22,000 people – both in the public and private sectors – living and working in over 20 countries on five continents across the world.

MEMBERSHIP

Offering two grades of membership we look to support members at all stages of their career:

CIH Member

CIH Chartered Member

Visit www.cih.org/membership to find out more about CIH membership.

QUALIFICATION/EXAMINATIONS

Certificate Courses

The CIH offers a range of certificated courses at Levels 2, 3 and 4 delivered at various centres across the UK. They are also available by online learning.

Professional Qualifications

The CIH Professional Qualification can be achieved at either undergraduate or postgraduate level, FT or PT.

Please see the CIH's website for details.

DESIGNATORY LETTERS

CIH Members: CIH Member or CIHM, CIH Chartered Members: CIH Chartered Member or CIHCM (existing Fellows can continue to use FCIH and Honorary Members can use (Hon).

INDEXING

Membership of Professional Institutions and Associations

SOCIETY OF INDEXERS

Woodbourn Business Centre
10 Jessell Street
Sheffield S9 3HY
Tel: 01142 449561
E-mail: admin@indexers.org.uk
Website: www.indexers.org.uk

The Society of Indexers is the professional body for indexing in the UK and Ireland, and exists to promote indexing, the quality of indexes and the profession of indexing. We offer information to publishers and other organizations on commissioning indexes and our online directory 'Indexers Available' provides an up-to-date guide to indexers currently working in a wide range of fields.

MEMBERSHIP

Student Member

Member

Professional Member (MSocInd)

Advanced Professional Member (MSocInd(Adv))

Fellow (FSocInd)

Corporate Member

QUALIFICATION/EXAMINATIONS

Training in Indexing course
Advanced Test
Fellowship index submission

DESIGNATORY LETTERS

MSocInd, MSocInd(Adv), FSocInd

INDUSTRIAL SAFETY

Membership of Professional Institutions and Associations

BRITISH SAFETY COUNCIL

70 Chancellors Road
London W6 9RS
Tel: 020 8741 1231
Fax: 0844 583 4731
E-mail: info@britsafe.org
Website: www.britsafe.org

The BSC is one of the world's leading health and safety organizations. Our mission is to keep people healthy and safe at work. Our range of charitable initiatives, such as free health and safety qualifications for school children, is supported by a broad mix of commercial activities centred on membership, training, auditing and qualifications.

MEMBERSHIP

UK Member
International Member

QUALIFICATION/EXAMINATIONS

Award in COSHH Risk Assessment (Level 2)
Award in DSE Risk Assessment (Level 2)
Award in Fire Risk Assessment (Level 2)
Award in Manual Handling Risk Assessment (Level

2)
Award in Risk Assessment (Level 2)
Award in Supervising Staff Safely (Level 2)
Certificate in Occupational Health and Safety (Level 3)
Diploma in Occupational Health and Safety (Level 6)
International Certificate in Occupational Health and Safety
International Diploma in Occupational Health and Safety
Entry Level Award in Workplace Hazard Awareness
Award in Health and Safety at Work (Level 1)
Certificate in Fire Safety and Risk Management
National Certificate in Construction Health and Safety

HEALTH & SAFETY EXECUTIVE APPROVED MINING QUALIFICATIONS

Mining Qualifications, The Health & Safety Executive
2nd Floor, Foundry House
3 Millsands, Riverside Exchange
Sheffield
South Yorkshire S3 8NH
Tel: 0114 291 2394
Fax: 0114 291 2399
E-mail: sarah.johnson@hse.gsi.gov.uk
Website: www.hse.gov.uk/mining

The HSE issues First and Second Class Certificates of Qualification as required under the Management and Administration of Safety and Health at Mines Regulations (MASHAM) 1993 for the appointment of a manager and undermanager respectively, in

mines of coal, shale and fireclay in the UK. It also issues certificates to Mining Mechanical and Mining Electrical Engineers, Mechanics and Electricians Class I and Class II, Mines Surveyor, and Mines Deputy. For details see: www.hse.gov.uk/mining

INTERNATIONAL INSTITUTE OF RISK AND SAFETY MANAGEMENT

Suite 7a
77 Fulham Palace Road
London W6 8JA
Tel: 020 8741 9100
Fax: 020 8741 1349
E-mail: info@iirsm.org
Website: www.iirsm.org

The IIRSM is a professional body for health & safety practitioners and specialists in associated professions. Our aim is to advance professional standards in accident prevention and occupational health throughout the world. We have more than 8,100 members, in the UK and over 70 other countries, to whom we provide support and offer advice via a technical helpline.

MEMBERSHIP

Student

Affiliate

Associate (AIIRSM)
Member (MIIRSM)
Specialist Member (SIIRSM)
Fellow (FIIRSM)
Specialist Fellow (SFIIRSM)

DESIGNATORY LETTERS

AIIRSM, MIIRSM, SIIRSM, FIIRSM, SFIIRSM

NEBOSH (THE NATIONAL EXAMINATION BOARD IN OCCUPATIONAL SAFETY AND HEALTH)

Dominus Way
Meridian Business Park
Leicester LE19 1QW
Tel: (+44) 116 263 4700
Fax: (+44) 116 282 4000
E-mail: info@nebosh.org.uk
Website: www.nebosh.org.uk

NEBOSH offers globally recognized qualifications designed to meet the health, safety, environmental and risk management needs of all places of work. Courses leading to NEBOSH qualifications attract over 35,000 candidates annually in over 110 countries around the world.

MEMBERSHIP

NEBOSH's National General Certificate, National Certificate in Fire Safety and Risk Management, National Certificate in Construction Health and Safety, and the International General Certificate are all accepted as meeting the academic requirements to apply for Technical Membership (Tech IOSH) of the Institution of Occupational Safety and Health (IOSH). In partnership with the Association for Project Safety (APS) the NEBOSH National and International Certificates in Construction Health and Safety meet

the headline entrance criteria requirements for Construction Safety Associate membership (AaPS).

In addition holders of either the NEBOSH National or International Diploma in Occupational Health and Safety and either the NEBOSH National or International Certificate in Construction Health and Safety meet the headline qualification entrance criteria requirements for Registered Construction Safety Practitioner (RMaPS).

NEBOSH environmental management qualifications are now being accepted by CIWEM (The Chartered Institution of Water and Environmental Management) as meeting its membership requirements.

The NEBOSH Certificate in Environmental Management will be accepted for its new Technician Membership grade entitling the use of post-nominal designation (TechCIWEM).

The NEBOSH National Diploma in Environmental Management fulfils the qualification requirements for non-chartered Member of CIWEM (MCIWEM). Progression on to chartered membership is a further opportunity.

NEBOSH's National Diploma and International Diploma are accepted as meeting the requirements to apply for Graduate Membership (Grad IOSH) of the Institution of Occupational Safety and Health (IOSH).

A NEBOSH Diploma provides a sound basis for progression to MSc level: a number of UK universities offer MSc programmes that accept the National Diploma as a full or partial entry requirement.

The new Masters of Research (MRes) Degree is open to holders of a NEBOSH Diploma who wish to further their career in Health and Safety and/or Environment. It will be delivered by distance learning through research directly relevant to the candidate's own work.

QUALIFICATION/EXAMINATIONS

NEBOSH Environmental Awareness at Work Qualification

NEBOSH Health and Safety at Work Qualification

NEBOSH Health, Safety and Environment in the Process Industries Qualification

NEBOSH National Certificate in Construction Health and Safety

NEBOSH Certificate in Environmental Management
NEBOSH National Certificate in Fire Safety and Risk Management

NEBOSH National General Certificate in Occupational Health and Safety

NEBOSH International General Certificate in Occupational Health and Safety

NEBOSH International Technical Certificate in Oil and Gas Operational Safety

NEBOSH National Certificate in the Management of Health and Well-being at Work

NEBOSH International Certificate in Construction Health and Safety

NEBOSH International Certificate in Fire Safety and Risk Management

NEBOSH National Diploma in Environmental Management

NEBOSH National Diploma in Occupational Health and Safety

NEBOSH International Diploma in Occupational Health and Safety

MRes in Occupational Health and Safety Management (in partnership with the University of Hull)

MSc in Occupational Health and Safety Management (in partnership with the University of Hull from January 2015)

THE INSTITUTION OF OCCUPATIONAL SAFETY AND HEALTH

The Grange
Highfield Drive
Wigston
Leicestershire LE18 1NN
Tel: 0116 257 3100
Fax: 0116 257 3101
E-mail: membership@iosh.co.uk
Website: www.iosh.co.uk

IOSH is the world's largest organization for health and safety professionals, with more than 44,000 members worldwide, including 12,000 Chartered Safety and Health Practitioners. The Institution was founded in 1945 and is an independent, not-for-profit organization that sets professional standards, supports and develops members, and provides authoritative advice and guidance on health and safety issues.

MEMBERSHIP

Affiliate Member
Associate Member
Technical Member (Tech IOSH)
Graduate Member (Grad IOSH)
Chartered Member (CMIOSH)
Chartered Fellow (CFIOSH)

DESIGNATORY LETTERS

AIOSH, Tech IOSH, Grad IOSH, CMIOSH, CFIOSH

INSURANCE AND ACTUARIAL WORK

Membership of Professional Institutions and Associations

ASSOCIATION OF AVERAGE ADJUSTERS

c/o RTI Ltd
2nd Floor, International House,
1 St Katharine's Way
London E1W 1UN
Tel: 020 748 1250
E-mail: aaa@rtiForensics.com
Website: www.average-adjusters.com

The AAA was founded in 1869 to promote correct principles in the adjustment of marine insurance claims and general average, uniformity of practice among average adjusters and the maintenance of good professional conduct. It ensures the independence and impartiality of its members by imposing a strict code of conduct and has close links with other international associations and insurance markets.

MEMBERSHIP
Subscriber

Associate
Fellow

QUALIFICATION/EXAMINATIONS

The Association's examination consists of 6 modules. Passes in Modules A1 & A2 are required for Associateship, passes in Modules F3, F4, F5 and F6 for Fellowship. For details see the Association's website.

THE CHARTERED INSTITUTE OF LOSS ADJUSTERS

51-55 Gresham Street
London EC2V 7HQ
Tel: 020 7216 7580
E-mail: info@cila.co.uk
Website: www.cila.co.uk

The CILA, which was founded in 1941, is the professional body representing the claims specialists who investigate, negotiate and agree the conclusion of insurance and other claims on behalf of insurers and policyholders. We safeguard the interests of our members and maintain the high standards of the profession by requiring them to abide by our code of professional conduct.

MEMBERSHIP
Student Member

Ordinary Member
Certificate Member (Cert CILA)
Associate (ACILA)
Fellow (FCILA)
Honorary Member

QUALIFICATION/EXAMINATIONS
ACILA examination

DESIGNATORY LETTERS
Cert CILA, Dip CILA, ACILA, FCILA

THE CHARTERED INSURANCE INSTITUTE

42–48 High Road
South Woodford
London E18 2JP
Tel: 020 8989 8464
Fax: 020 8530 3052
E-mail: customer.serv@cii.co.uk
Website: www.cii.co.uk

The CII is the premier professional body for those working in the insurance and financial services industry. We are dedicated to promoting higher standards of competence and integrity through the provision of relevant qualifications for employees at all levels across all sectors of the industry.

MEMBERSHIP

Ordinary Member
Qualified Member
Associate Member (ACII)
Fellow (FCII)

QUALIFICATION/EXAMINATIONS

Award in Financial Planning
Certificate in Equity Release
Certificate in Financial Planning
Certificate in Insurance
Certificate in Life and Pensions
Certificate in Mortgage Advice
Diploma in Financial Planning
Diploma in Insurance
Advanced Diploma in Financial Planning

Advanced Diploma in Insurance
Award for the Foundation Insurance Test
Award in General Insurance
Award in London Market Insurance
Award in Customer Service Insurance
Award in Financial Administration
Award in Bancassurance
Award in Investment Planning
Certificate in Contract Wording
Certificate in Insurance and Financial Services
Certificate in London Market Insurance Specialisation
Certificate in Discretionary Investment Management
Certificate in Paraplanning
Certificate in Securities Advice and Dealing
Certificate in Investment Operations
Diploma in Regulated Financial Planning
Msc in Insurance and Risk Management
Msc in Wealth Management

DESIGNATORY LETTERS

ACII, FCII

THE FACULTY AND INSTITUTE OF ACTUARIES

Faculty of Actuaries
Maclaurin House
18 Dublin Street
Edinburgh EH1 3PP
Tel: 0131 240 1313
E-mail: faculty@actuaries.org.uk
Website: www.actuaries.org.uk

Institute of Actuaries
Staple Inn Hall
High Holborn
London WC1V 7QJ
Tel: 020 7632 2111
E-mail: institute@actuaries.org.uk

Napier House
4 Worcester Street
Oxford OX1 2AW
Tel: 01865 268211
E-mail: institute@actuaries.org.uk

Actuaries are experts in assessing the financial impact of tomorrow's uncertain events. They enable financial decisions to be made with more confidence by analysing the past, modelling the future, assessing the risks involved, and communicating what the results mean in financial terms.

MEMBERSHIP

Student Member
Affiliate Member

Associate (AFA or AIA)
Fellow (FFA or FIA)
Honorary Fellow

QUALIFICATION/EXAMINATIONS
Certificate in Financial Mathematics

DESIGNATORY LETTERS

AFA, AIA, FFA, FIA

JOURNALISM

Membership of Professional Institutions and Associations

NATIONAL COUNCIL FOR THE TRAINING OF JOURNALISTS

NCTJ Training Ltd
The New Granary
Newport
Saffron Walden
Essex CB11 3PL
Tel: 01799 544014
Fax: 01799 544015
E-mail: info@nctj.com
Website: www.nctj.com

The NCTJ provides a range of multimedia journalism training products and services in the UK, including: accredited courses; apprenticeships; qualifications and examinations; awards; careers information; distance learning; short courses and CPD; information and research; publications and events. We play an influential role in all areas of journalism education and training.

QUALIFICATION/EXAMINATIONS

Advanced Level Apprenticeship in Journalism
Diploma in Journalism
Diploma in Press Photography and Photojournalism
National Certificate Examination (NCE) for Press Photographers and Photo-Journalists
National Qualification in Journalism (NQJ) for Reporters

THE CHARTERED INSTITUTE OF JOURNALISTS

2 Dock Offices
Surrey Quays Road
London SE16 2XU
Tel: 020 7252 1187
Fax: 020 7232 2302
E-mail: memberservices@cioj.co.uk
Website: www.cioj.co.uk

The CIOJ, which dates back to 1884, is a professional body and trade union for journalists. We expect our members to uphold high standards in the way they work and to adhere to a strict code of conduct, and in return we champion journalistic freedom, protect their interests in the workplace and campaign for better working conditions.

MEMBERSHIP
Student Member
Affiliate Member
Trainee Member
Full Member
International Member

DESIGNATORY LETTERS
MCIJ – Member, FCIJ – Fellow

LAND AND PROPERTY

Membership of Professional Institutions and Associations

RICS (ROYAL INSTITUTION OF CHARTERED SURVEYORS)

Parliament Square
London SW1P 3AD
Tel: 024 7686 8555
Fax: 020 7334 3811
E-mail: contactrics@rics.org
Website: www.rics.org/careers

RICS, an independent, not-for-profit organization, has around 100,000 qualified members and more than 50,000 students and trainees in some 140 countries, and provides the world's leading professional qualification in land, property, construction and associated environmental issues. We accredit over 600 courses at leading universities worldwide and provide impartial, authoritative advice on key issues for business, society and governments.

MEMBERSHIP
Student
Associate (AssocRICS)
Member (MRICS)
Fellow (FRICS)

DESIGNATORY LETTERS
AssocRICS, MRICS, FRICS

THE COLLEGE OF ESTATE MANAGEMENT

Whiteknights
Reading
Berkshire RG6 6AW
Tel: 0118 921 4696
Fax: 0118 921 4620
E-mail: enquiries@cem.ac.uk
Website: www.cem.ac.uk

The College of Estate Management is the leading provider of supported distance learning for real estate and construction professionals. We have been playing a key role in the property world for over 90 years. At any one time we have over 4,000 students based all over the world.

QUALIFICATION/EXAMINATIONS

BCSC Diploma in Shopping Centre Management
BSc(Hons) Building Surveying
BSc(Hons) Construction Management
BSc(Hons) Estate Management

BSc(Hons) Property Management
BSc(Hons) Quantity Surveying
Postgraduate Diploma/MSc Conservation of the Historic Environment
Postgraduate Diploma/MSc Surveying
MBA Real Estate and Construction Management
Postgraduate Diploma/MSc Facilities Management
Postgraduate Diploma/MSc Property Investment
RICS Professional Membership Graduate Route – Adaptation 1

THE INSTITUTE OF REVENUES, RATING AND VALUATION

Northumberland House
5th Floor
303–306 High Holborn
London WC1V 7JZ
Tel: 020 7831 3505
Fax: 020 7831 2048
E-mail: education@irrv.org.uk
Website: www.irrv.org.uk

The Institute offers professional and technical qualifications for all those whose professional work is concerned with local authority revenues and benefits, valuation for rating, property taxation and the appeals procedure. Our qualifications are widely recognized throughout the profession.

MEMBERSHIP

Student Member
Affiliate Member
Graduate Member
Technician Member (Tech IRRV)
Corporate Member (IRRV)
Diploma Member (IRRV Dip)

Honours Member (IRRV Hons)
Honorary Member
Fellow (FIRRV)

QUALIFICATION/EXAMINATIONS

Level 3 Certificate in Local Taxation and Benefits OR Business Rates
Level 3 Local Taxation & Benefits (QCF)
Professional Diploma in Local Taxation and Benefits Honours

DESIGNATORY LETTERS

Tech IRRV, IRRV, IRRV (Dip), IRRV (Hons), FIRRV

THE NATIONAL FEDERATION OF PROPERTY PROFESSIONALS AWARDING BODY

Arbon House
6 Tournament Court
Edgehill Drive
Warwick CV34 6LG
Tel: 0845 250 6008
Fax: 01926 417789
E-mail: quals@nfopp.co.uk
Website: www.nfopp-awardingbody.co.uk

The **NFOPP Awarding Body** is committed to raising standards within agency through the provision of accredited, nationally recognized qualifications. We are recognized by the Qualifications and Examinations Regulator (Ofqual) and Welsh Government and we have to follow strict guidelines and maintain quality standards in the provision of all our qualifications.

MEMBERSHIP

For membership details of the following organizations please refer to the relevant website:

APIP: www.apip.co.uk
ARLA: www.arla.co.uk
ICBA: www.icba.uk.com
NAEA: www.naea.co.uk
NAVA: www.nava.org.uk

QUALIFICATION/EXAMINATIONS

NFoPP Level 2 Award in Introduction to Residential Property Management Practice (QCF)
NFoPP Level 3 Technical Award in Commercial Property Agency (QCF)

NFoPP Level 3 Technical Award in Real Property Auctioneering (QCF)

NFoPP Level 3 Technical Award in Residential Letting and Property Management (QCF)

NFoPP Level 3 Technical Award in Residential Letting and Property Management Northern Ireland (QCF)

NFoPP Level 3 Technical Award in Sale of Residential Property (QCF)

NFoPP Level 3 Technical Award in Chattels Auctioneering (QCF)

NFoPP Level 3 Technical Award in Residential Inventory Management & Practice (QCF)

NFoPP Level 4 Certificate in Residential Letting & Property Management (QCF)

NFoPP Level 4 Certificate in Sale of Residential Property (QCF)

NFoPP Level 4 Certificate in Commercial Property Agency (QCF)

NFoPP Level 6 Technical Award in Sale of Residential Property Scotland (SCQF)

NFoPP Level 6 Technical Award in Residential Letting & Property Management Scotland (SCQF)

THE PROPERTY CONSULTANTS SOCIETY

Basement Office
Surrey Court
1 Surrey Street
Arundel
West Sussex BN18 9DT
Tel: 01903 883787
E-mail: info@propertyconsultantssociety.org
Website: www.propertyconsultantssociety.org

The Property Consultants Society is a non-profit-making organization that offers advice to qualified surveyors, architects, valuers, auctioneers, land and estate agents, master builders, construction

engineers, accountants and members of the legal profession to help them to undertake their property consultancy in a competent, legitimate and publicly acceptable way.

MEMBERSHIP

Student (SPCS)
Licentiate (LPCS)
Associate (APCS)
Fellow (FPCS)

Honorary Member

DESIGNATORY LETTERS

SPCS, LPCS, APCS, FPCS

LANDSCAPE ARCHITECTURE

Membership of Professional Institutions and Associations

LANDSCAPE INSTITUTE

Charles Darwin House
12 Roger Street
London WC1N 2JU
Tel: 020 7685 2640
E-mail: membership@landscapeinstitute.org
Website: www.landscapeinstitute.org

The LI is an educational charity and chartered body responsible for protecting, conserving and enhancing the natural and built environment for the benefit of the public. We champion well-designed and well-managed urban and rural landscape. Our 6,000 members include chartered landscape architects, academics and scientists working for local authorities, government agencies and in private practice, and students.

Affiliate Member
Licentiate Member
Chartered Member (CMLI)
Fellow (FLI)
Academic

QUALIFICATION/EXAMINATIONS

Pathway to Chartership oral examination conferring chartered professional status (CMLI)

MEMBERSHIP

Student Member

DESIGNATORY LETTERS

CMLI, FLI

LANGUAGES, LINGUISTICS AND TRANSLATION

Membership of Professional Institutions and Associations

INSTITUTE OF TRANSLATION & INTERPRETING

Milton Keynes Business Centre
Foxhunter Drive
Linford Wood
Milton Keynes MK14 6GD
Tel: 01908 325250
Fax: 01908 325259
E-mail: info@iti.org.uk
Website: www.iti.org.uk

The Institute of Translation & Interpreting is one of the primary sources of information on these services to government, industry, the media and the general public. We promote the highest standards, providing

guidance to those entering the profession and advice to those who offer language services and to their customers.

MEMBERSHIP

Associate (AITI)
Student
Qualified Member (MITI)
Corporate Member
Fellow

QUALIFICATION/EXAMINATIONS

Applicants for qualified membership must take an exam (translators) or attend an interview (interpreters).

THE CHARTERED INSTITUTE OF LINGUISTS

Saxon House
48 Southwark Street
London SE1 1UN
Tel: 020 7940 3100
Fax: 020 7940 3101
E-mail: info@iol.org.uk
Website: www.iol.org.uk

The Chartered Institute of Linguistics, founded in 1910, is a respected language assessment and accredited awarding body, with about 6,500 members. Our aims include promoting the learning and use of modern languages, improving the status of all professional linguistics, and ensuring the maintenance of high professional standards through adherence to our code of conduct.

MEMBERSHIP

Registered Student
Associate Member (ACIL)
Member (MCIL)

Fellow (FCIL)
Chartered Linguist (CL)

QUALIFICATION/EXAMINATIONS

Certificate in Bilingual Skills (CBS)
Diploma in Public Service Interpreting (DPSI)
International Diploma in Bilingual Translation (IDBT)
Diploma in Translation (DipTrans)

DESIGNATORY LETTERS

ACIL, MCIL, FCIL, CL

THE GREEK INSTITUTE

29 Onslow Gardens
London N21 1DY
Tel: 020 8360 7968
Fax: 020 8360 7968
E-mail: info@greekinstitute.co.uk
Website: www.greekinstitute.co.uk

The Greek Institute, which was founded in 1969, is a non-profit-making cultural organization that promotes Modern Greek studies and culture through lectures, publications, literary competitions, Greek cultural evenings and the award of Certificates and a Diploma which are recognized by many UK universities as equivalent to GCSE and GCE A level Modern Greek.

MEMBERSHIP

Member
Associate (AGI)
Fellow (FGI)

QUALIFICATION/EXAMINATIONS

Certificate in Greek Conversation – Basic Stage:
Levels 1 and 2
Certificate in Greek Conversation – Intermediate
Stage: Levels 3 and 4
Certificate in Greek Conversation – Higher Stage:
Levels 5 and 6
Preliminary Certificate
Intermediate Certificate
Advanced Certificate
Diploma in Greek Translation (DipGrTrans)

DESIGNATORY LETTERS

AGI, FGI

LAW

ENGLAND AND WALES

MAGISTRATES

The President of the Courts of England and Wales, The Lord Chief Justice, is head of the Judiciary. He is responsible for the welfare, training and deployment of magistrates, for approving the names of the candidates recommended for appointment and for disciplinary action, short of removal. He also has responsibility for the protection of judicial independence and for working to ensure that the magistracy reflects the diversity of society as a whole.

There are six key qualities that a magistrate must possess: good character, understanding and communication, social awareness, maturity and sound temperament, sound judgement, commitment and reliability. Magistrates do not sit exams nor do they have to be legally qualified.

Before sitting in court, magistrates must undertake some basic training, which includes structured observations in court. This covers practice and procedure in court, structured decision making, sentencing, etc. New magistrates are assigned a mentor for the first year or so. Consolidation training takes place at the end of the first year; this is designed to help magistrates plan for their ongoing development and prepare for their first appraisal which takes place about 12 to 18 months after appointment. Magistrates only sit in adult courts when first appointed. Having got that experience they may apply to sit in youth courts and family courts and have to undertake more training before they can sit. The Magistrates Association has more information about magistrates (www.magistrates-association.org.uk).

JUDGES

All judicial office holders are Her Majesty's Judges and as such all appointments are made by the Queen or her Ministers. Since 2006 all candidates for judicial appointment in England and Wales have been selected by the independent Judicial Appointments Commission (JAC jac.judiciary.gov.uk), which passes its recommendations to the Lord Chancellor for approval. The key statutory responsibilities of the JAC are to select candidates solely on merit; to select only people of good character; to have regard to the need to encourage diversity in the range of people available for selection for appointments.

Once the JAC's selections have been received, the actual appointments are made in slightly different ways depending on the type of post. The Lord Chancellor himself appoints Deputy District Judges and most members of tribunals. He also appoints the 30,000 unpaid magistrates (who are selected by local Advisory Committees, not by the JAC). The Queen appoints High Court and Circuit Judges, Masters, Registrars and District Judges, District Judges (Magistrates Courts) and Recorders on the advice of the Lord Chancellor. A special panel convened by the JAC appoints Lord Chief Justice. The Queen appoints Heads of Division, Court of Appeal judges and senior judges with lengthy judicial experience, on the recommendation of a selection panel convened by the JAC. Scotland and Northern Ireland have their own separate court systems, with their own arrangements for appointing members of the judiciary.

The Supreme Court (<http://supremecourt.uk>) has jurisdiction over the whole of the UK, so its Justices are not selected by the JAC, which is an England and Wales body. Rather, a special committee is set up, which is made up of the three judicial appointments bodies from around the UK (England and Wales, Scotland and Northern Ireland), who recommend a name to Ministers. The Queen appoints the Justices on the basis of advice from the Prime Minister.

Appointments to salaried or fee-paid judicial posts are made from among judges or practising lawyers. In general the requirement for appointment is that the candidate must have been a practising barrister or solicitor for at least 10 years (for appointment to the Circuit Bench or above) or for five years (appointments to the District Bench and to most tribunal posts). Most judicial posts will require a relevant legal qualification that has been held for either five or seven years. Certain posts are also open to legal executives, patent agents and trademark agents of the required seniority. Candidates for appointment as Justices of the Supreme Court must have held high judicial office for two years or must have been practising barristers or solicitors of the senior courts for at least 15 years (<http://supremecourt.uk/about/appointments-of-justices.html>). More information about judges can be found at the Courts and Tribunals Judiciary website: www.judiciary.gov.uk

OFFICERS OF THE COURT

Officers of the Court include judicial and administrative staff; the former include Masters and Registrars, the latter secretaries and clerks to the judges and the staff who administer the court service. Details are given in *The English Legal System*, 15th edition, 2014–15 (Routledge). Qualifications for the judicial offices vary somewhat, but most appointments are limited to established barristers and solicitors.

THE LEGAL PROFESSION

The legal profession consists of two branches. Each performs distinct duties, although there is a degree of overlap in some aspects of their work.

Solicitors undertake all ordinary legal business for their clients (with whom they are in direct contact). They may also appear on behalf of a client in the magistrates and county courts and tribunals, and with specialist training are able to represent them in the higher courts (Crown Court, High Court and Court of Appeal).

Barristers (known collectively as the Bar and collectively and individually as Counsel) advise on legal problems submitted by solicitors and conduct cases in court when instructed by a solicitor; only barristers or qualified solicitor advocates may represent clients in the higher courts.

LEGAL EXECUTIVES

Both graduates and non-graduates can work in a legal office with the option of qualifying as a solicitor through further vocational training.

CORONERS

Coroners must be barristers, solicitors or legally qualified medical practitioners of not less than five years standing. They are appointed by local authorities. There are approximately 110 coroners jurisdictions in England and Wales; each jurisdiction is locally funded and resourced by local authorities. Coroners are independent judicial officers. When not engaged in coronal duties, coroners (apart from whole-time coroners) continue in their legal or medical practices. The Chief Coroner is head of the coroner system, assuming overall responsibility and providing national leadership for coroners in England and Wales. He oversees the implementation of the Coroner and Justice Act 2009. Further information from the Coroners Society of England and Wales, website: www.coronersociety.org.uk

BARRISTERS

Qualification as a barrister at the Bar of England and Wales

There are three stages that must be completed to qualify as a barrister. The academic stage consists of an undergraduate degree in law or in any other subject with a minimum of a 2:2. For those with an undergraduate degree in a subject other than law a one-year conversion course (CPE/GDL) must be completed.

Before commencing the vocational stage candidates must join one of the four Inns and then undertake the Bar Professional Training Course (BPTC), which is either one year full time or two years part time. The main skills taught on the BPTC are: case work skills, legal research, general written skills including opinion-writing (that is, giving written advice), interpersonal skills including conference skills (interviewing clients), resolution of disputes out of court (ReDOC) and advocacy (court or tribunal appearances). The main areas of legal knowledge taught on the BPTC are: civil litigation and remedies, criminal litigation and sentencing, evidence, professional ethics, and two optional subjects selected from a choice of at least six.

Three examinations are set by a Central Examinations Board comprised of experienced legal practitioners and academics appointed by the Bar Standards Board (BSB). The examinations are Civil Litigation, Criminal Litigation and Ethics. Applicants will also have to take the Bar Course Aptitude Test. It aims to test critical thinking and reasoning, but does not test legal knowledge. Practice tests are available on the BSB website. The Aptitude Test will ensure that those undertaking the BPTC have the required skills to succeed.

Once the BPTC has been successfully completed candidates are Called to the Bar by their Inn. The Pupillage Stage consists of one year spent in an authorized pupillage training organization. Pupillage is divided into two parts: the non-practising six months (also known as the first six) and the practising six months (also known as the second six).

To find out more about all three stages of qualification as a barrister visit www.barcouncil.org.uk and www.barstandardsboard.org.uk

SOLICITORS

Qualification as a solicitor in England and Wales

To practise as a solicitor in England and Wales a person must have been admitted as a solicitor, his or her name having been entered on the Roll of

Solicitors, and must hold a practising certificate issued by The Solicitors Regulation Authority (SRA) (Solicitors Regulation Authority, The Cube, 199 Wharfside Street, Birmingham B1 1RN; Tel: 0370 606 2555; www.sra.org.uk).

The SRA is the independent regulatory body of the Law Society of England and Wales. People will be admitted as solicitors only if they have passed the appropriate academic and vocational course and have completed a training contract and Professional Skills course, or have transferred from another jurisdiction or the Bar. The SRA controls the training of solicitors. Most solicitors become members of the Law Society, but membership is not compulsory. Intending solicitors other than Fellows of the Institute of Legal Executives and Justices Clerks Assistants, and qualified lawyers from other jurisdictions, are required to serve a period of training with a practising solicitor after they have completed the legal practice course.

All new entrants to the profession are required to complete a Disclosure and Barring Service (DBS) standard disclosure prior to admission. Candidates wishing to start training must enrol as a student with the SRA and satisfy it that they have successfully completed the academic stage of training and there are no issues that may call their character and suitability into question.

It is not necessary for the first degree to be in law as about 20 per cent of solicitors qualify via the non-law graduate route. The key stages of this are:

- degree in any subject;
- Common Professional Examination/Graduate Diploma in Law;
- Legal Practice course;
- practice-based training incorporating the Professional Skills course;
- admission to the roll of solicitors.

THE COMMON PROFESSIONAL EXAMINATION (CPE) OR GRADUATE DIPLOMA IN LAW (GDL)

The seven taught modules are the foundation subjects prescribed by the Joint Academic Stage Board on behalf of the Law Society and General Council of the Bar: Criminal Law, Contract Law, The Law of Tort, Equity and Trusts, Public Law, European Union Law and Property Law. For an up-to-date list of course providers for the CPE, see the SRA website: www.sra.org.uk/students/courses/trainingprovider-search.page

THE LEGAL PRACTICE COURSE

Stage 1 covers core practice areas: Litigation, Property Law and Practice (PLP), Business Law and Practice (BLP); Course Skills: Research, Writing, Drafting, Interviewing and Advising, and Advocacy – these skills form an integral part of the compulsory and elective subjects; Solicitors Accounts and Professional Conduct and Regulation; Taxation, and Wills and Administration of Estates. Stage 2 covers three vocational electives: from a range of corporate client or private client topics (the range of elective available can differ from institution to institution). An up-to-date list of course providers for the LPC is available from the SRA website: www.sra.org.uk/students/courses/trainingprovidersearch.page

TRAINING CONTRACT

The training contract to be served by all intending solicitors, other than Fellows of the Institute of Legal Executives and Justices Clerks Assistants, is two years full time or a maximum of four years part time. The training contract can also be a part-time-study training contract that normally lasts between three and four years. During this period the trainee works and is studying the last two years of a part-time qualifying law degree, the part-time Common Professional Examination course and/or the part-time Legal Practice course.

The law graduate who holds a qualifying law degree must complete the Legal Practice course at a recognized institution, and then serve under the training contract for two years. The non-law graduate must first pass the Common Professional Exam (CPE) or the Postgraduate Diploma in Law, having attended either a one-year full-time or two-year part-time preparatory course. He or she may then serve under the training contract for two years after completion of a Legal Practice course. A Professional Skills course must be attended and successfully completed during the training contract.

Fellows of the Institute of Chartered Legal Executives may obtain partial or full exemptions from the CPE and Justices Clerks Assistants courses by virtue of similar subjects passed in their Fellowship exams or the Diploma in Magisterial Law. After passing or being exempted from the CPE, the Fellow/Justices Clerk s Assistant may be exempt from serving under a training contract following successful completion of an LPC. A Professional Skills course must be taken prior to application for admission.

THE PROFESSIONAL SKILLS COURSE

The aim of the Professional Skills course is to build on the foundations laid in the LPC so as to develop a trainee's professional skills. Providers of the course, trainees and their employers are encouraged to regard the course as the first stage of a trainee's lifetime professional development.

Built upon the LPC, the course provides training in three subject areas: financial and business skills; advocacy and communication skills; client care and professional standards. Elective topics will also be chosen, which fall within one or more of these three core areas. All trainees have to complete all sections of the course satisfactorily before being admitted. The course consists of face-to-face instruction on the core subjects, for a minimum of 18 hours each for financial and business skills and advocacy and communication skills, and a minimum of 12 hours for client care and professional standards. The elective topics require a minimum total of 24 hours, of which a minimum of 12 hours must be face to face. The instruction must be completed during the training contract. The PSC is offered by accredited external course providers.

QUALIFIED LAWYERS FROM OTHER JURISDICTIONS

UK and EU lawyers together with lawyers from certain foreign jurisdictions can apply for admission under the Qualified Lawyers Transfer Scheme Regulations 2011. They need to obtain a QLTS Certificate of Eligibility.

Under the European Communities Directive No 2005/36/EC, lawyers from EU jurisdictions may apply for admission if they can prove they have met the requirements of the Directive and implementing legislation. EU, Northern Irish and Scottish lawyers and barristers qualified in England and Wales follow a different transfer process and should get in touch with the SRA Contact Centre for further information. SRA Contact Centre Tel: 0121 329 6800; Website: www.sra.org.uk/contact-us

All international applicants must satisfy the requirements and pass the QLTS Assessments. The Assessments are in two parts: Part 1 is a multiple-choice test designed to test Part A of the SRA's Day One Outcomes, namely the knowledge of law expected of a newly qualified solicitor of England and Wales; Part 2, is an Objective Structured Clinical Examination (OSCE). For the OSCE, candidates are examined in the 3 practice areas of:

- Business
- Property and probate
- Civil and criminal litigation

In each of these practice areas candidates do each of the following exercises once:

- Client interview and completion of attendance note/case analysis
- Advocacy/oral presentation
- Legal research
- Legal writing
- Legal drafting

In total therefore candidates undertake 15 assessed exercises: 5 in business, 5 in property and probate, and 5 in civil and criminal litigation.

The Solicitors Regulation Authority has appointed Kaplan QLTS as the sole assessment organization for the first three years of the operation of the assessments (<http://qlts.kaplan.co.uk>).

EEA, Northern Irish and Scottish lawyers, and barristers qualified in England and Wales will be individually assessed against the Day One Outcomes. All transferees are required to prove their character and suitability to be a solicitor by taking the SRA Suitability Test. Candidates who have passed the LPC can get exemption from the Part 1 (MCT) assessment.

Prospective candidates wanting more information on QLTS can consult the website www.sra.org.uk/solicitors/qlts/key-features.page for guidance, or contact the SRA on 0870 606 2555.

SCOTLAND

The Court of Session, High Court of Justiciary, Sheriff Courts and Justice of the Peace Courts are administered by the Scottish Court service, an Executive Agency of the Scottish Government. For further information on Scottish Courts go to www.scotcourts.gov.uk

The Legal Profession

The profession consists of solicitors and advocates.

Qualification as a Solicitor in Scotland

Solicitors in Scotland have their names inserted in a Roll of Solicitors and are granted annual Certificates entitling them to practise by The Law Society of Scotland (26 Drumsheugh Gardens, Edinburgh EH3 7YR; Tel: 0131 226 7411; Fax: 0131 225 2934; e-mail:

lawscot@lawscot.org.uk; website: www.lawscot.org.uk; Education and Careers Helpline: Heather McKendrick; Tel: 0131 476 8203; careers@lawscot.org.uk). A Certificate is granted to candidates who have passed approved exams, completed a term of practical training and been admitted as solicitors. (The Law Society can provide copies of its Careers Information leaflet on request.)

THE QUALIFYING EXAMINATIONS

The standard route to qualification is the LLB (the Ordinary degree is a three-year course, the Honours is four years) followed by the Diploma in Professional Legal Practice (Professional Education and Training Stage 1: PEAT 1) and then the traineeship, the period of paid in-office training working towards the standard of the qualified solicitor (Professional Education and Training Stage 2: PEAT 2). Outcomes in professionalism, professional ethics and standards, professional communication and business, commercial, financial and practice awareness apply across both PEAT 1 and 2, linking them and providing real clarity across the two stages.

All trainees are required to undertake trainee Continuing Professional Development (CPD). All solicitors are required to undertake CPD for a minimum of 20 hours each year. To support solicitors in their CPD activities, the Society provides basic templates, which can be completed online, to assist with identifying training needs, recording CPD undertaken and evaluating the outcome of the training. A wide range of activities are acceptable as CPD, including structured and formalized one-to-one training, coaching and online training.

An alternate route to qualifying as a solicitor in Scotland is by a combination of the Law Society's own examinations and three years pre-Diploma training. To be eligible to sit the Law Society's examinations, non-law graduates must find full-time employment as a pre-Diploma trainee with a qualified solicitor practising in Scotland. A pre-Diploma training contract lasts for three years. During the period of the training contract, a pre-Diploma trainee will study for the Law Society's examinations. European Law must be passed prior to admission as a solicitor, but can be obtained during post-Diploma training. The two routes to qualification (degree and Law Society exams) merge at this point as all intending solicitors are required to complete the Diploma in Professional Legal Practice. Upon successful completion of the Diploma the graduate will enter into a two-year post-Diploma

training contract with a qualified solicitor practising in Scotland.

Qualification as an advocate in Scotland

Barristers in Scotland are called Advocates. Scottish Advocates are not only members of the Faculty of Advocates but also members of the College of Justice and officers of the Court. The procedure for the admission of Intrans is subject in part to the control of the Court and in part to the control of the Faculty; the Court is responsible for most of the formal procedures and the Faculty for the exams and periods of professional training. To become an Intrans, applicants must produce evidence that they hold one of the following standard of degree: a degree with Honours, Second Class (Division 2) or above, in Scottish Law at a Scottish university, or a degree in Scottish Law at a Scottish university together with a degree with Honours, Second Class (Division 2) or above, in another subject at a UK university or an ordinary degree with distinction in Scottish Law at a Scottish university. A Diploma in Legal Practice from a Scottish University is also required, although in exceptional cases this requirement may be waived.

Once this evidence is provided and the relevant references obtained, a notice is posted outside Parliament House for a period of 21 days declaring the candidate's intention to present a Petition. At the end of this period the Petition is presented to the Court. After the Petition has been remitted by the Court to the Faculty and signed off by the Clerk of Faculty and Dean of Faculty the candidate is considered to have matriculated as an Intrans.

An Intrans must also comply with the professional training required by the Faculty, which consists of a period of 21 months training in a solicitor's office (in some cases 12 months). Subject-for-subject exemptions are granted to Intrans who have passed exams at this standard in the course of a curriculum for a law degree at a Scottish university. Every Intrans must pass or be exempted from exams in nine compulsory subjects and two optional subjects. The compulsory subjects include Roman Law of Property and Obligations, Jurisprudence, Constitutional and Administrative Law, Scottish Criminal Law, Scottish Private Law, Commercial Law and Business Institutions, Evidence, International Private Law and European Law and Institutions. In addition, and prior to the commencement of pupillage (also known as devilling) every Intrans must sit the Faculty's entrant examination in Evidence, Practice and

Procedure. If successfully passed, the Intrans can then commence his or her pupillage.

During the first five or six weeks of pupillage pupils undertake the Foundation course. After about three months of work with their devil master, the pupils will participate in the February Skills course, comprising a series of performance workshops involving the use of documents in evidence, the conduct of a procedure roll discussion, workshops on judicial review, section 275 applications and working with expert evidence. Shortly before admission, the pupils attend the May Preparation for Practice course, covering workshops on vulnerable witnesses, longer motions, reclaiming motions, negotiation and mediation, as well as carrying out civil and criminal appeals before a serving judge.

Intrans who have passed all the necessary exams and undergone the necessary professional training as well as successfully completing their pupillage may apply to be admitted to membership of the Faculty and are admitted at a public meeting of the Faculty. Once admitted, Intrans are introduced to the Court by the Dean of Faculty, make a Declaration of Allegiance to the Sovereign in open Court and are then admitted by the Court to the public office of Advocate. For further information on becoming an advocate contact Dean's Secretariat, Faculty of Advocates, Parliament House, Edinburgh EH1 1RF; Tel: 0131 260 5795; e-mail: admissions@advocates.org.uk; website: www.advocates.org.uk

NORTHERN IRELAND

As in England and Wales, the superior courts are the Court of Appeal, the High Court and the Crown Court. The latter is an exclusively criminal court. The Court of Appeal hears appeals in civil cases from the High Court and in criminal cases from the Crown Court, and cases stated on a point of law from, inter alia, the County Court and the Magistrates' Courts. Appeals lie from the Court of Appeal to the House of Lords.

Inferior Courts: as in England and Wales, the county courts are principally civil courts, but in Northern Ireland they also hear appeals from conviction in the Magistrates' Courts for summary offences.

Magistrates' Courts: these deal principally with minor criminal offences (summary offences) and are presided over by Resident Magistrates (stipendiaries). Resident Magistrates are appointed by the Crown on the advice of the Lord Chancellor.

Coroners: coroners in Northern Ireland must be barristers or solicitors who have practised for not less than five years. They are appointed by the Lord Chancellor.

The legal profession

The legal profession in Northern Ireland consists of barristers and solicitors belonging to professional bodies organized on similar lines to those in England and Wales.

Qualification as a barrister in Northern Ireland

The path to becoming a barrister in Northern Ireland will differ depending on where you study, qualify and complete your pupillage training. There are different pathways for those who have trained as

barristers in Northern Ireland, the Republic of Ireland or England and Wales. A different procedure exists for solicitors who wish to re-qualify as barristers or those who wish to transfer from European jurisdictions. Full information can be found at www.barofni.com/page/becoming-a-barrister

To qualify to practise as a barrister in Northern Ireland a candidate who has trained in Northern Ireland must have a recognized law degree of 2.1 honours standard or higher, or equivalent (the list of recognized law degrees for admission to the IPLS can be found at www.qub.ac.uk/schools/InstituteofProfessionalLegalStudies/Admissions/RecognisedLaw-Degrees). The candidate must then complete the Bar Post-Graduate Diploma in Professional Legal Studies at the Institute of Professional Legal Studies, Queen's University, Belfast (IPLS). Finally the candidate must call to the Bar of Northern Ireland and complete a 12-month pupillage. Enquiries about the Bar can be made to the Bar Council Office, The Bar Library, 91 Chichester Street, Belfast BT1 3JQ; Tel: 028 9024 1523; website: www.barofni.com).

To be called to the Bar of Northern Ireland the candidate needs to have obtained his or her Certificate of Professional Legal Studies or otherwise be qualified, to have completed and signed a Memorial and Undertaking, and to have submitted two certificates of good character.

Qualification as a solicitor in Northern Ireland

The solicitors' professional body in Northern Ireland is the Law Society of Northern Ireland (Law Society House, 96 Victoria Street, Belfast BT1 3GN; Tel: 028

9023 1614; website: www.lawsoc-ni.org). It has overall responsibility for education and admission to the profession.

Admission to training is generally dependent upon possession of a recognized law degree from a university. Details of the recognized law degrees are available on the website of the Institute of Professional Legal Studies (www.qub.ac.uk/schools/InstituteofProfessionalLegalStudies/Admissions/RecognisedLawDegrees/). Information is also available in the 'Information Booklet for Applicants', www.qub.ac.uk/schools/InstituteofProfessionalLegalStudies/Admissions. Law graduates must attend a two-year vocational apprenticeship course at the Institute of Professional Legal Studies, The Queen's University of Belfast, or the Graduate School of Professional Legal Education at the University of Ulster's Magee

Campus. On completion of the two-year apprenticeship newly qualified solicitors receive restricted practising certificates, which means that although they are fully qualified they cannot practise on their own account or in partnership for at least two more years.

Non-law graduates must satisfy the Society that they possess an acceptable degree in a discipline other than law and have attained a satisfactory level of knowledge of the following subjects: Constitutional Law, Law of Tort, Law of Contract, Criminal Law, Equity, European Law, Land Law, Law of Evidence; that they have been offered a place in the Institute; and that they have obtained a Master (a solicitor with whom the applicant proposes to serve his or her apprenticeship).

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF LEGAL EXECUTIVES (CILEX)

Kempston Manor
Kempston
Bedford MK42 7AB
Tel: 01234 841000
E-mail: membership@cilex.org.uk
Website: www.cilex.org.uk

The Chartered Institute of Legal Executives (CILEX) is the professional association which represents 20,000 trainee and practising Chartered Legal Executive lawyers. Our role is to enhance the position and standing of Chartered Legal Executive lawyers in the legal profession. For more than 50 years, we have been offering unparalleled access to a flexible career in law. We work closely with Government and the Ministry of Justice and are recognised in England and Wales as one of the three core approved regulators of the legal profession alongside barristers and solicitors.

MEMBERSHIP

Student Member
Affiliate Member
Associate Member (ACILEX)
Graduate Member (GCILEX)
Chartered Legal Executive Lawyer (FCILEX)

QUALIFICATION/EXAMINATIONS

Level 1 Award/Certificate/Diploma in Legal Studies
Level 2 Award/Certificate/Diploma in Legal Studies
Level 2 Certificate/Diploma for Legal Secretaries

Level 3 Certificate/Diploma for Legal Secretaries
Level 3 Professional Diploma in Law and Practice
Level 3 Certificate in Law and Practice
Level 3 Certificate in Civil Litigation
Level 3 Certificate in Family Practice
Level 3 Certificate in Employment Practice
Level 3 Certificate in Private Client Practice
Level 3 Certificate in Property
Level 3 Diploma in Providing Legal Services
Level 4 Diploma in Commercial Litigation
Level 4 Diploma in Debt Recovery and Insolvency
Level 4 Diploma in Personal Injury Litigation
Level 4 Diploma in Providing Legal Services
Level 4 Extended Diploma in Personal Injury Litigation
Level 6 Certificate in Law
Level 6 Professional Higher Diploma in Law and Practice
Graduate Fast Track Diploma (Level 6)

DESIGNATORY LETTERS

ACILEX, GCILEX, FCILEX

COUNCIL FOR LICENSED CONVEYANCERS

16 Glebe Road
Chelmsford
Essex CM1 1QG
Tel: 01245 349599
Fax: 01245 341300
E-mail: clc@clc-uk.org
Website: www.clc-uk.org

The CLC was established under the provisions of the Administration of Justice Act 1985 as the Regulatory Body for Licensed Conveyancers. Our purpose is to set entry standards and regulate the profession of Licensed Conveyancers effectively. CLC regulates Probate services provided by its licensed practitioners. CLC is an authorised regulator for ABS.

Licensed Conveyancer
Probate Practitioner
ABS

QUALIFICATION/EXAMINATIONS

Foundation
Finals
Practical Training

MEMBERSHIP

Student

THE ACADEMY OF EXPERTS

3 Gray's Inn Square
Gray's Inn
London WC1R 5AH
Tel: 020 7430 0333
Fax: 020 7430 0666
E-mail: admin@academy-experts.org
Website: www.academy-experts.org

The Academy of Experts is a multidisciplinary body established in 1987 to establish and promote high objective standards for those acting as expert witnesses. We act as an accrediting and professional body, offering training, technical guidance and representation. In addition we promote cost-efficient dispute resolution, maintaining a register of qualified dispute resolvers.

Associate Member (AMAE)
Full Member (MAE)
Fellow (FAE)
Practising Corporate Member
Dispute Resolver Member

QUALIFICATION/EXAMINATIONS

There are examinations for upgrade.

MEMBERSHIP

Associate Member

DESIGNATORY LETTERS

AMAE, MAE, FAE, QDR

THE INSTITUTE OF LEGAL FINANCE AND MANAGEMENT (ILFM)

2nd Floor
Marlowe House
109 Station Road
Sidcup
Kent DA15 7ET
Tel: 020 8302 2867
Fax: 020 8302 7481
E-mail: kim.freeman@ifm.org.uk
Website: www.ifm.org.uk

The ILFM, which was founded in 1978, is a non-profit-making professional body dedicated to the education and support of specialist financial and administrative personnel working within the legal community. We encourage the development of our members' skills through educational courses, training workshops, seminars, conferences and our bimonthly magazine, *Legal Abacus*.

MEMBERSHIP

Ordinary Member
Diploma Member (ILFM (Dip))

Associate Member (AIFM)
Fellow Member (FILFM)
Affiliated Professional Member

QUALIFICATION/EXAMINATIONS

Diploma
Associate
Fellow

DESIGNATORY LETTERS

DILFM (Dip), AILFM, FILFM

THE LAW SOCIETY OF SCOTLAND

26 Drumsheugh Gardens
Edinburgh EH3 7YR
Tel: 0131 226 7411
Fax: 0131 225 2934
E-mail: lawscot@lawscot.org.uk
Website: www.lawscot.org.uk

The Law Society of Scotland is the membership organization of Scottish solicitors. We promote the interests of the profession and of the public in relation to the profession. Our services include providing initial career advice, overseeing legal education in Scotland, handling admissions to the profession, monitoring trainees, providing post-qualifying legal education, and administering courses and examinations for the Society of Law Accountants in Scotland.

MEMBERSHIP

All practising solicitors in Scotland must be members of the Society and must hold a current Practising Certificate which is issued by the Society.

QUALIFICATION/EXAMINATIONS

Please see the Law Society of Scotland's website.

LEISURE AND RECREATION MANAGEMENT

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE FOR THE MANAGEMENT OF SPORT AND PHYSICAL ACTIVITY (CIMSPA)

Sportpark Loughborough University
3 Oakwood Drive
Loughborough
Leicestershire LE11 3QF
Tel: 01509 226474
Fax: 01509 226475
E-mail: info@cimspa.co.uk
Website: www.cimspa.co.uk

CIMSPA is the membership body for sport and physical activity professionals. We promote high standards and provide CPD as well as a wide range of training courses to our members in-house and at venues across the UK. We also work hard to influence government policy on behalf of our members.

MEMBERSHIP

Student Member
Affiliate Member
Associate Member
Member
Fellow
Companion
Chartered Member
Chartered Fellow
Retired Member

QUALIFICATION/EXAMINATIONS

National Pool Plant Operators Certificate
National Pool Plant Foundation Certificate
National Spa Pool Operators Certificate
Supervisory Management Certificate
Fitness Management Certificate
Health and Safety Management Certificate
Higher Professional Diploma in Sport and Recreation Management

Online Continuing Professional Development (CPD) (Entrance and Supervisory Level)

Online Continuing Professional Development (CPD) (Management Level)

Certificate in Leisure Operations (QCF) (1st4sport Level 2)

NVQ Award in Mechanical Ride Operation (QCF) (1st4sport Level 2)

NVQ Certificate in Active Leisure, Learning and Well-being Operational Services (QCF) (1st4sport Level 2)

Certificate in Leisure Management (QCF) (1st4sport Level 3)

NVQ Diploma in Leisure Management (QCF) (1st4sport Level 3)

NVQ Diploma in Sports Development (QCF) (1st4sport Level 3)

Award in Introductory Work in the Outdoors (QCF) (1st4sport Level 2)

NVQ Diploma in Outdoor Programmes (QCF) (1st4sport Level 3)

Award in Coordinating Sports Volunteers (QCF) (1st4sport Level 3)

Certificate in Managing Sports Volunteers (QCF) (1st4sport Level 3)

DESIGNATORY LETTERS

NPPO, RoPPPS, CPD, QCF

INSTITUTE OF GROUNDSMANSHIP

28 Stratford Office Village
Walker Avenue
Wolverton Mill East
Milton Keynes MK12 5TW
Tel: 01908 312511
Fax: 01908 311140
E-mail: iog@iog.org
Website: www.iog.org

The Institute of Groundsmanship is the only membership organization supporting the whole of the grounds care industry. Serving the industry for 75 years, we provide a range of quality products, services and events including education, training and membership services, exhibitions, local information days, an annual conference and awards programme.

MEMBERSHIP

Student Member
Associate Member
E-Member
Individual Member
Corporate Member

QUALIFICATION/EXAMINATIONS

For details see: www.iog.org/training-training-courses.asp

LIBRARIANSHIP AND INFORMATION WORK

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF LIBRARY AND INFORMATION PROFESSIONALS

7 Ridgmount Street
London WC1E 7AE
Tel: 020 7255 0500
Fax: 020 7255 0501
E-mail: info@cilip.org.uk
Website: www.cilip.org.uk

CILIP is the professional body representing those working within libraries and the information profession in the UK.

MEMBERSHIP

Certified Affiliate (ACLIP)
Chartered Member (MCLIP)
Chartered Fellow (FCLIP)
Revalidated Chartered Member or Fellow
Student Membership

QUALIFICATION/EXAMINATIONS

Application for membership qualifications is through the submission of a portfolio of evidence meeting published criteria. Please contact the Institute for further information.

DESIGNATORY LETTERS

ACLIP, MCLIP, FCLIP

MANAGEMENT

Membership of Professional Institutions and Associations

ASSOCIATION FOR PROJECT MANAGEMENT

Ibis House
Regent Park
Summerleys Road
Princes Risborough
Buckinghamshire HP27 9LE
Tel: 0845 458 1944
E-mail: via website
Website: www.apm.org.uk

The association is a registered charity with over 19,500 individual and 500 corporate members making it the largest professional body of its kind in Europe. APM's mission statement is 'to develop and promote the professional disciplines of project and programme management for the public benefit'.

MEMBERSHIP

Student Member
Associate Member
Full Member (MAPM)
Fellow (FAPM)
Corporate Member
Honorary member/ Fellow (HonFAPM)

QUALIFICATION/EXAMINATIONS

Introductory Certificate in Project Management (IC)
APMP
APMP for PRINCE2 Practitioners
Practitioner Qualification (PQ)
Risk level 1
Risk level 2
Pan sector standard:
Registered Project Professional (RPP)
Higher Apprenticeship:
Higher Apprenticeship in Project Management

DESIGNATORY LETTERS

MAPM, FAPM, HonFAPM, RPP

ASSOCIATION OF CERTIFIED COMMERCIAL DIPLOMATS (ACCD)

Commercial Diplomats Regulation Authority
ACCD Global Headquarters
Central Administration Office
PO Box 50561, Canary Wharf
London E16 3WY
Tel: +44(0)8445 864249
Fax: +44(0)8445 864252
E-mail: enquiries@chartereddiplomats.org.uk
Website: www.commercialdiplomats.org.uk

Association of Certified Commercial Diplomats is the first independent regulation authority, and global professional awarding body for commercial diplomats. The umbrella of ACCD covers ambassadors, representatives of government, trade commissioners, advisors and negotiators, arbitrators, negotiators of IIAs, policy-makers & government officials involved in trade, commercial and/or investment issues, commercial counsellors, IIA experts, academia,

private sector & NGO representatives, officials in government ministries, parastatals, corporations, academic, public and private institutions worldwide. Its principal objectives are to provide accreditation and regulation, and to advance the interests of its members as qualified, certified and competent commercial diplomats. As the global voice, ACCD has overall responsibility, including the setting of policy and guidelines, as well as the qualification and

Management

accreditation procedures for the commercial diplomatic profession. ACCD is non-partisan, not-for-profit, independent of government, and uniquely the professional regulatory body for commercial diplomats, and institutions of higher learning providing advanced postgraduate, doctoral, and postdoctoral programmes on commercial diplomacy.

MEMBERSHIP

AFFILIATED MEMBERSHIP

Affiliated Professional Associate

Affiliated Professional Fellow

REGULATED FULL MEMBERSHIP

Associate

Member

Fellow

QUALIFICATION/EXAMINATIONS

ACCD REGULATED POSTGRADUATE

EXAMINATIONS

Certificate of Competency

Advanced Certificate of Competency

Master Certificate of Competency

Advanced Master Certificate of Competency

ACCD REGULATED ACADEMIC
QUALIFICATIONS

Master of Commercial Diplomacy

Doctor of Commercial Diplomacy

ACCD REGULATED ACCREDITATIONS

Qualified Policy Advocate (QA)

Qualified Certified Diplomat (QCD)

Chartered Diplomat (C. Dipl)

DESIGNATORY LETTERS

ACDipl, MCD, MCDipl, M.Arb, DCD, DCDipl,

FCDipl, QA, QCD, C. Dipl

AUA

AUA National Office
University of Manchester
Sackville Street Building
Manchester M60 1QD
Tel: 0161 275 2063
Fax: 0161 275 2036
E-mail: aua@aua.ac.uk
Website: www.aua.ac.uk

As a member-led organization with over 3,500 members, AUA promotes best practice in higher education management and exists to advance and promote professional recognition and development of those who work in higher and further education by encouraging and fostering sound methods of leadership, management and administration, through a range of professional development initiatives.

AUA members are individually and collectively committed to:

- the continuous development of their own and others' professional knowledge, skills and practices;
- actively championing equality of educational and professional opportunity;
- the advancement of higher education through the robust application of professional knowledge, skills and practices;

- the highest standards of fair, ethical and transparent professional behaviours.

AUA is at the forefront of professional development in higher education and has developed a sector-wide framework to support the development of professional services colleagues. Through continuing professional development, individuals, teams and institutions can foster skills and behaviours associated with the profession. AUA also holds the largest professional development annual conference in the UK higher education calendar.

MEMBERSHIP

Member (MAUA)

Accredited Member (AAUA)

Fellow (FAUA)

Honorary Member (FAUA)

Student Member (MAUA)

QUALIFICATION/EXAMINATIONS

Postgraduate Certificate in Professional Practice (PG Cert)

This programme is validated by The Open University and credits from the course can be used on a number of MA courses.

BRITISH INSTITUTE OF FACILITIES MANAGEMENT

Number One Building
The Causeway
Bishop's Stortford
Hertfordshire CM23 2ER
Tel: 01279 712651
Fax: 01279 712669
E-mail: qualifications@bifm.org.uk
Website: www.bifm.org.uk

The BIFM is the professional body for facilities management (FM). Founded in 1993, the Institute provides information, education, training and networking services for over 14,500 members – both individual professionals and organizations. The BIFM's mission is to advance the profession – to consolidate FM as a vital management discipline for the benefit of practitioners, the economy and society.

MEMBERSHIP

Affiliate
Associate (ABIFM)
Member (MBIFM)
Certified Member (CBIFM)
Fellow (FBIFM)
Corporate Member

QUALIFICATION/EXAMINATIONS

BIFM Level 2 Certificate in Facilities Services
BIFM Level 2 Certificate in Facilities Services Principles

BIFM Level 3 Award in Facilities Management
BIFM Level 3 Certificate in Facilities Management
BIFM Level 3 Certificate in Facilities Management Practice
BIFM Level 3 Diploma in Facilities Management
BIFM Level 4 Award in Facilities Management
BIFM Level 4 Certificate in Facilities Management
BIFM Level 4 Diploma in Facilities Management
BIFM Level 5 Award in Facilities Management
BIFM Level 5 Certificate in Facilities Management
BIFM Level 5 Diploma in Facilities Management
BIFM Level 6 Award in Facilities Management
BIFM Level 6 Certificate in Facilities Management
BIFM Level 6 Diploma in Facilities Management
BIFM Level 7 Certificate in Facilities Management
BIFM Level 7 Diploma in Facilities Management

DESIGNATORY LETTERS

ABIFM, MBIFM, CBIFM, FBIFM

BUSINESS MANAGEMENT ASSOCIATION

1 High Oak House
Collett Road
Ware
Hertfordshire SG12 7LY
Tel: 0871 231 1689
E-mail: enquiries@businessmanagement.org.uk
Website: www.businessmanagement.org.uk

The Business Management Association is a professional body for business owners and managers. We promote the aims and interests of the small business sector internationally, provide information and

advice to our members, encourage networking between members, and seek to provide members with advanced knowledge, skill and qualifications in several aspects of management.

Management

MEMBERSHIP

Affiliate (AffBMA)
Associate (ABMA)
Member (MBMA)
Fellow (FBMA)
Companion (CBMA)
Certified Manager (CertMgr)
Certified Master of Management (CMMgt)
Certified Master of Business Administration (CMBA)

Certified Doctor of Business Administration (CDBA)

QUALIFICATION/EXAMINATIONS

Entrepreneurs Award (EA)
Diploma In Business Management (DipBMA)

DESIGNATORY LETTERS

AffBMA, ABMA, MBMA, FBMA, CBMA, CertMgr,
CMMgt, CMBA, CDBA, MCBMA, FCBMA

DIPLOMATIC ACADEMY OF EUROPE AND THE ATLANTIC

Institution for the Training of Commercial Diplomats
ACCD Global Headquarters
PO Box 50561, Canary Wharf
Greater London E16 3WY

Diplomatic Academy of Europe and the Atlantic is an authoritative knowledge-based international professional diplomatic institution whose activities include advanced research, training and development, provision of postgraduate and post-qualification commercial diplomatic education, and contribution to responsible commercial diplomatic practice and service. It is a key independent extraterritorial diplomatic organization established for the advancement and development of greater knowledge and skills in commercial diplomacy. DAEA offers a complete portfolio of specialized mandatory post-graduate programmes on commercial diplomacy.

MEMBERSHIP

Fellow of the Diplomatic Academy (FDA)

QUALIFICATION/EXAMINATIONS

MANDATORY EXAMINATIONS

Qualified Policy Advocate
Qualified Certified Diplomat
Chartered Diplomat

QUALIFICATIONS

Advanced Certificate of Competency
Master Certificate of Competency
Master of Commercial Diplomacy

DESIGNATORY LETTERS

ACDipl, MCDipl, DCD, FCD

FACULTY OF PROFESSIONAL BUSINESS AND TECHNICAL MANAGEMENT

Head Office
Warwick Corner
42 Warwick Road
Kenilworth
Warwickshire CV8 1HE
Tel: 01926 866623
E-mail: info@pbtm.org.uk
Website: www.pbtm.org.uk

FPBTM was founded in 1983 to forge the link between business and technology. We give professional recognition to the knowledge and skills of managers in business and technology, supporting lifelong learning to help members fulfil their career ambitions and develop their potential.

MEMBERSHIP

Student Member (SFPBTM)
Technician Member (TMFPBTM)
Associate Member (AMFPBTM)
Member (MFPBTM)
Fellow (FFPBTM)
Companion (CFPBTM)

INSTITUTE OF ADMINISTRATIVE MANAGEMENT

6 Graphite Square
 Vauxhall Walk
 London SE11 5EE
 Tel: 020 7091 2600
 E-mail: info@instam.org
 Website: www.instam.org

The IAM is the leading professional body and UK government-recognized awarding body for those involved in the administration and management of business. We offer a range of qualifications, from an introduction to the subject up to a full BA Hons degree.

MEMBERSHIP

Technician (TInstAM)
 Associate (AInstAM)
 Member (MInstAM)
 Fellow (FInstAM)
 IAM Student
 Non-IAM Student
 Graduate
 Tutor
 Companion

QUALIFICATION/EXAMINATIONS

Level 2 Certificate in Principles of Business & Administration (QCF)
 Level 2 NVQ Certificate in Business & Administration (QCF)
 Level 3 Certificate in Principles of Business & Administration (QCF)
 Level 3 NVQ Certificate in Business & Administration (QCF)
 Level 3 Certificate in Administration Management (NQF)
 Level 4 Certificate in Business & Administration Management (QCF)
 Level 4 Diploma in Business & Administration (QCF)
 Level 4 Diploma in Business & Administrative Management (QCF)

Level 4 NVQ Diploma in Business & Administration (QCF)

Level 4 Award in Administration for Executive Facilities (QCF)

Level 4 Award in Managing Business Facilities (QCF)

Level 4 Certificate in Business Events Management (QCF)

Level 5 Certificate in Business & Administration Management (QCF)

Level 5 Certificate in Governance, Leadership & Motivation Management (QCF)

Level 5 Diploma in Business & Administrative Management (QCF)

Level 5 Diploma in Leadership & Management (QCF)

Level 5 Award in Organisational Facilities Management (QCF)

Level 5 Certificate in Managing Change (QCF)

Level 6 Diploma in Business & Administrative Management (QCF)

Level 6 Diploma in Business Management (QCF)

Level 6 Extended Diploma in Business & Administrative Management (QCF)

Level 6 Certificate in Strategic Management (QCF)

Level 6 Certificate in Advanced Finance for Decision-Makers (QCF)

Level 6 Certificate in Leadership Skills (QCF)

Level 6 Certificate in Managing Risk in Business (QCF)

DESIGNATORY LETTERS

AInstAM, MInstAM, FInstAM

INSTITUTE OF CONSULTING

4th Floor
2 Savoy Court
Strand
London WC2R 0EZ
Tel: 020 7497 0580
Fax: 020 7497 0463
E-mail: welcome@ibconsulting.org.uk
Website: www.iconulting.org.uk

The Institute of Consulting was formed in 2007 by the merger of the Institute of Business Advisers and the Institute of Management Consultancy, and we are the professional body for business consultants and advisers. Our aim is to raise the standards of professional practice in support of better business performance.

MEMBERSHIP

Student
Affiliate
Associate (AIBC)
Member (MIBC)
Fellow (FIBC)
Certified Business Advisor (CBA)
Certified Management Consultant (CMC)
Practice Member (corporate membership)

QUALIFICATION/EXAMINATIONS

Award in Professional Consulting (Level 5) (QCF)
Certificate in Professional Consulting (Level 5) (QCF)
Diploma in Professional Consulting (Level 5) (QCF)
Award in Business Support (Level 5) (QCF)
Certificate in Business Support (Level 5) (QCF)
Diploma in Business Support (Level 5) (QCF)
Award in Professional Consulting (Level 7) (QCF)
Certificate in Professional Consulting (Level 7) (QCF)
Diploma in Professional Consulting (Level 7) (QCF)
Certified Management Consultant Award (CMC)
Certified Business Advisor Award (CBA)

DESIGNATORY LETTERS

AIBC, MIBC, FIBC

INSTITUTE OF DIRECTORS

116 Pall Mall
London SW1Y 5ED
Tel: 020 7766 2601
E-mail: professionaldev@iod.com
Website: www.iod.com/development

The IoD represents professional leaders, with individual members ranging from entrepreneurs of start-up companies to CEOs of multinational organizations. The Institute's principal objectives are to advance the interests of its members as company directors, and to provide them with business facilities and a variety of services.

MEMBERSHIP

Student
Associate Member

Member (MIoD)
Fellow (FIoD)
Chartered Director (C Dir)

QUALIFICATION/EXAMINATIONS

Certificate in Company Direction (CertIoD)
Diploma in Company Direction (DipIoD)
Chartered Director (C Dir)

DESIGNATORY LETTERS

MIoD, FIoD, C Dir

INSTITUTE OF LEADERSHIP & MANAGEMENT

Stowe House
Netherstowe
Lichfield
Staffordshire WS13 6TJ
Tel: 01543 266867
Fax: 01543 266893
E-mail: customer@i-l-m.com
Website: www.i-l-m.com

The ILM supports, develops and informs leaders and managers at every stage of their career. With our broad range of industry-leading qualifications, membership services and learning resources, the ILM provides flexible development solutions that can be blended to meet the specific needs of employers and learners.

MEMBERSHIP

Studying Member
Professional Member

QUALIFICATION/EXAMINATIONS

Management

Principles of Team Leading including Foundation Award in Management Practice (Level 2)
Award, Certificate in Effective Team Member Skills (Level 2)
Award, Certificate in Leadership and Team Skills (Level 2)
NVQ Certificate in Team Leading (Level 2)
Certificate in Team Leading (Level 2)
NVQ Certificate in Management (Level 3)
Certificate in Effective Management (Level 3)
Certificate in Principles of Leadership and Management (Level 3)
Award, Certificate and Diploma in Leadership and Management (Level 4)
Diploma in Principles of Leadership and Management (Level 5)
NVQ Diploma in Management (Level 5)
Award in Management (Level 6)
NVQ Diploma in Management (Level 7)
Diploma in Strategic Leadership and Executive Management (Level 7)
Award, Certificate and Diploma in Executive Management (Level 7)
Leadership
Certificate in Leadership (Level 3)
Award in Leadership (Level 4)
Award, Certificate and Diploma in Strategic

Leadership (Level 7)

Leadership and management
Award, Certificate and Diploma in Leadership and Management (Level 3)
Award, Certificate and Diploma in Leadership and Management (Level 5)
Coaching and mentoring
Certificate in Coaching and Mentoring (Level 3)
Certificate and Diploma in Coaching and Mentoring (Level 5)
Certificate and Diploma in Coaching Supervision (Level 7)
Certificate and Diploma in Executive Coaching and Leadership Mentoring (Level 7)
Specialist management qualifications
Environmental Management
Facilities Management
Equality and Diversity
Managing Volunteers
Sales Management
Waste Management
Business and Enterprise
Certificate in Enterprise (Level 2)
Award and Certificate in Enterprise and Entrepreneurship (Level 3)
Award in Management (Level 5)
Certificate and Diploma in Social Enterprise Support (Level 5)
Specialist Management Qualifications
Operational management
Service improvement
Waste management
Equality and diversity
Volunteer management
Management consultancy
Staff and organisational development
Quality improvement

Scottish Vocational Qualifications (SVQs)

SVQ 2 in Team Leading (Scottish Level 5)
SVQ 3 in Management (Scottish Level 7)

INSTITUTE OF MANAGEMENT SERVICES

Brooke House
Lichfield
Staffordshire WS13 6AA
Tel: 01543 266909
Fax: 01543 257848
E-mail: via website
Website: www.ims-productivity.com

The IMS is the primary body in the UK concerned with the promotion, practice and development of methods and techniques for the improvement of productivity and quality. We act as the qualifying body for the management services profession in the UK, focusing developments in practice and knowledge and acting as a forum for information exchange.

MEMBERSHIP

Affiliate

Associate (AMS)
Member (MMS)
Fellow (FMS)

QUALIFICATION/EXAMINATIONS

Management Services Certificate
Management Services Diploma

DESIGNATORY LETTERS

AMS, MMS, FMS

INSTITUTE OF VALUE MANAGEMENT

PO Box 101
Ledbury
Herefordshire HR8 9JW
Tel: 01531 63144
E-mail: secretary@ivm.org.uk
Website: www.ivm.org.uk

The Institute aims to establish Value Management as a process for achieving value in every sector of the economy and to provide support in the innovative use of value management techniques.

MEMBERSHIP

Corporate Membership: Open to any company or organization practising or promoting value techniques. Each corporate member may nominate up to 10 members of their organization as representatives to the Institute. A member nominated by a corporate body can hold executive office and has full voting rights.

Ordinary Membership: Open to any professional person who has an interest in and can demonstrate an involvement in practising value techniques.

Student Membership: Open to students who have an interest in value management and who are registered FT students possessing a valid student card.

Fellow: Awarded to a member as a special honour for outstanding contribution to the field of value management.

QUALIFICATION/EXAMINATIONS

Certificate and Training: The Institute has worked closely with the Commission of the European Communities to establish a European Training System and Certification Procedure.

Roll of Practitioners: The Institute maintains an authorized list of value practitioners who are members of the Institute.

It launched its European Training and Certification System in 1998. This European Commission funded initiative offers, through the IVM's Certification Board, certification in the following categories: Qualified Value Associate (QVA); Professional in Value Management (PVM); Trainer in Value Management (TVM). The Certification Board also

approves basic and advanced courses in value management that have been designed by trainers in

value management. The Institute provides a list of trainers.

INTERNATIONAL PROFESSIONAL MANAGERS ASSOCIATION

5 Starnes Court
 Union Street
 Maidstone
 Kent ME14 1EB
 Tel: 01622 672867
 Fax: 01622 755149
 E-mail: admin@ipma.co.uk
 Website: www.ipma.co.uk

The IPMA is an international examining, licensing and regulatory professional body, which, through its qualifying examinations, enables practising managers to participate in and be part of the process of improving managerial performance and effectiveness in all areas of business, industry and public administration.

MEMBERSHIP

Student Member
 Graduate Member (GRD PMA)
 Licentiate Member (LMPMA)

Certified Associate (AMPMA)
 Certified Member (MPMA)
 Certified Fellow (FPMA)

QUALIFICATION/EXAMINATIONS

Certified International Professional Manager (CIPM) examinations

DESIGNATORY LETTERS

GRD PMA, LMPMA, AMPMA, MPMA, FPMA, CIPM

THE ASSOCIATION OF BUSINESS EXECUTIVES

5th Floor, CI Tower
 St Georges Square
 New Malden
 Surrey KT3 4TE
 Tel: 020 8329 2930
 Fax: 020 8329 2945
 E-mail: info@abeuk.com
 Website: www.abeuk.com

ABE is a professional membership body and examination board. We develop business and management qualifications at Levels 4, 5, 6 & 7 on the QCF framework. ABE's range of OFQUAL accredited qualifications provide progression routes to degree and Master's programmes worldwide.

MEMBERSHIP

Affiliate Member
 Student Member
 Associate Member (AMABE)
 Member (MABE)
 Fellow (FABE)

QUALIFICATION/EXAMINATIONS

Diploma Levels 4, 5 and 6 in:
 Business Management
 Management of Information Systems (Pathway)
 Financial Management (Pathway)
 Human Resource Management
 Marketing Management
 Travel, Tourism and Hospitality Management
 Diploma in Business Development (Level 7)
 Diploma in Business Start-Up and Entrepreneurship (Level 4)

DESIGNATORY LETTERS

AMABE, MABE, FABE

THE CAMBRIDGE ACADEMY OF MANAGEMENT

Royal Arsenal Gatehouse
Beresford Square
Woolwich
London SE18 6AR
Tel: 0844 284 7190
E-mail: admin@camuk.org
Website: www.camuk.org.uk

The Cambridge Academy of Management (CAM) is a professional, autonomous, not-for-profit institution established to foster the concept of UK management education made available to all internationally. CAM is built on the foundation of promoting state-of-the-art knowledge and expertise in all facets of management education, training and development for the global educational arena.

MEMBERSHIP

Associate Category (ACAM)
Member Category (MCAM)
Fellowship Category (FCAM)

QUALIFICATION/EXAMINATIONS

All programmes offered by Cambridge Academy of Management are accredited by Quality Assurance Commission UK. Programmes offered:
CAM International Foundation Diploma
CAM International Certificate in Restaurant & Catering Management

CAM International Diploma in Business Management
CAM International Diploma in Business (Restaurant & Catering Management)
CAM International Diploma in Business (Tourism Management)
CAM International Advanced Diploma in Business Management
CAM International Advanced Diploma in Business (Restaurant & Catering Management)
CAM International Advanced Diploma in Business (Tourism Management)
CAM International Postgraduate Diploma in Hospitality Management
CAM International Postgraduate Diploma in Business
CAM International Postgraduate Diploma in Business with Specialization in: Marketing, Finance, Human Resource

THE CHARTERED MANAGEMENT INSTITUTE

Membership Department
Management House
Cottingham Road
Corby
Northants NN17 1TT
Tel: 01536 204222
Fax: 01536 201651
E-mail: enquiries@managers.org.uk
Website: www.managers.org.uk

CMI is the only chartered professional body in the UK dedicated to promoting the highest standards of management and leadership excellence. With a member community of over 100,000, CMI gives

managers and leaders, and their organisations, the skills they need to improve their performance and create an impact.



MEMBERSHIP

Associate (ACMI)
Member (MCMI)
Fellow (FCMI)
Companion (CCMI)
Chartered Member (CMgr MCMI)
Chartered Fellow (CMgr FCMI)

QUALIFICATION/EXAMINATIONS

The breadth and depth of our management and leadership qualification portfolio is unmatched. We

have over 110 individual qualifications ranging from team leading, strategic management to coaching and mentoring to name a few.

CMI also has over 500 Centres delivering our qualifications so you can always find somewhere to study that's convenient for you.

DESIGNATORY LETTERS

ACMI, MCMI, FCMI, CCMI, CMgr MCMI, CMgr FCMI

THE INSTITUTE OF COMMERCIAL MANAGEMENT

ICM House
Castleman Way
Ringwood
Hampshire BH24 3BA
Tel: 01202 490555
E-mail: info@icm.education
Website: www.icm.education

Established in 1975, the Institute is the leading professional body for Commercial and Business Development Managers. It provides examining and assessment services for those undertaking business and management studies and offers in excess of 200 programmes. The Institute works with public and private sector education and training providers in more than 100 countries.

MEMBERSHIP

Student Membership

QUALIFICATION/EXAMINATIONS

ICM Awards cover the following areas: Accounting & Finance; Business Studies; Commercial Management; Hospitality Management; Human Resource Development; Journalism; Legal Studies; Management Studies; Maritime Management; Marketing Management; Sales Management; Travel & Tourism.

THE INSTITUTE OF MANAGEMENT SPECIALISTS

Head Office
Warwick Corner
42 Warwick Road
Kenilworth
Warwickshire CV8 1HE
Tel: 01926 866623
E-mail: info@instituteofmanagementspecialists.org.uk
Website: www.instituteofmanagementspecialists.org.uk

The Institute of Management Specialists was founded in 1971 to give professional recognition to the knowledge and skills of managers and specialists. The Institute encourages management excellence and specialist expertise, and supports lifelong learning to help members fulfil their career ambitions.

Specialised Manager Awards are available in a range of specialised areas and IMS offers a CPD (Continuous Professional Development) programme leading to Certified Specialist Manager status.

MEMBERSHIP

Student Member (StudIMS)

Management

Associate Member (AMIMS)
Member (MIMS)
Fellow (FIMS)
Companion (CompIMS)

QUALIFICATION/EXAMINATIONS

Diploma of Management
Executive Diploma in Business Leadership and Management

THE SOCIETY OF BUSINESS PRACTITIONERS

PO Box 11
Sandbach
Cheshire CW11 3GE
Tel: 01270 526339
Fax: 01270 526339
E-mail: info@mamsasbp.org.uk
Website: www.mamsasbp.org.uk

SBP is an International Examination Board founded in 1956 by experienced educationalists and executives to fulfil a need to set standards in business practice achieved by examinations/assessments. Inexperienced and mature students should be able to follow careers in further education and/or be proficient in employment and receive the benefits of membership.

MEMBERSHIP

Student (StuSBP)
Member (MSBP)
Certified Professional Manager (CPMSBP)
Honorary Fellow
Professional Memberships (*Senior Professional Qualifications*)
Associateship (ASBP)
Licentiatehip (LSBP)
Graduateship (GSBP)
Fellowship (FSBP)

These are certified competency-based Membership Awards open to persons occupied in business

practice who are considered suitable by the Membership Committee.

CPD programmes are also offered for the Asia region.

QUALIFICATION/EXAMINATIONS

Diploma in Business Administration
Advanced Diploma in Business Administration
PGDip in Business Administration
PGDip in International Marketing
Diploma in Computer Studies
Advanced Diploma in Computer Studies
GradDip in IT & E-Commerce
GradDip in Entrepreneurship
Advanced Diploma in Accounting
Diploma & Advanced Diploma in Marketing Management (Joint Award with the Managing & Marketing Sales Association)

DESIGNATORY LETTERS

StuSBP, MSBP, CPMSBP, ASBP, LSBP, GSBP, FSBP

MANUFACTURING

Membership of Professional Institutions and Associations

THE INSTITUTE OF MANUFACTURING

Head Office
Warwick Corner
42 Warwick Road
Kenilworth
Warwickshire CV8 1HE
Tel: 01926 866623
E-mail: info@instituteofmanufacturing.org.uk
Website: www.instituteofmanufacturing.org.uk

The Institute of Manufacturing was founded in 1978 to give professional recognition to the knowledge and skills of people in all aspects of manufacturing. The Institute supports lifelong learning to help members fulfil their career ambitions and develop their potential.

MEMBERSHIP

Student Member (StudIManf)

Associate Member (AMIManf)
Member (MIManf)
Fellow (FIManf)
Companion (CompIManf)

QUALIFICATION/EXAMINATIONS

Associate Diploma in Manufacturing
Executive Diploma in Manufacturing
Certified Manufacturing Practitioner

MARKETING AND SALES

Membership of Professional Institutions and Associations

LONDON CENTRE OF MARKETING

Buckingham House West
Stanmore
London HA7 4EB
Tel: 020 8385 7766
Fax: 020 8385 7755
E-mail: info@lcmuk.com
Website: www.lcmuk.com

The London Centre of Marketing is an Ofqual accredited, non-political, Awarding Organisation based in London, which exists with the sole aim of providing internationally recognised professional qualifications in marketing and marketing management.

MEMBERSHIP

We offer 3 types of memberships:

1. Associate (ALCM)
2. Member (MLCM)
3. Fellow (FLCM)

QUALIFICATION/EXAMINATIONS

Diploma, Higher Diploma, Professional Diploma, Graduate Diploma and Postgraduate Diploma in:
Business Management & Marketing
Human Resource Development & Marketing
Sales & Marketing Management
Travel & Tourism Marketing
Public Relations & Marketing
Entrepreneurship & Marketing

DESIGNATORY LETTERS

ALCM/MLCM/FLCM

MANAGING AND MARKETING SALES ASSOCIATION EXAMINATION BOARD

PO Box 11
Sandbach
Cheshire CW11 3GE
Tel: 01270 526339
Fax: 01270 526339
E-mail: info@mamsasbp.org.uk
Website: www.mamsasbp.org.uk

MAMSA is an international Examination Board offering qualifications in Sales, Marketing and Management and its senior specialist Diploma in Marketing Strategy Diploma. The importance of 'Customer Service' is emphasized throughout all the programmes.

MEMBERSHIP

Graduate (GradMAMSA)
Graduate Affiliate (GradAfMAMSA)
Professional (MMAMSA)
Fellow (FMAMSA)

QUALIFICATION/EXAMINATIONS

Standard Diploma in Salesmanship

Certificate in Sales Marketing
Higher Diploma in Marketing
Advanced Diploma in Sales Management
Certificate in Marketing Strategy
Diploma in Marketing Strategy & Management (Hypothesis/Thesis)
Diploma in Sales and Marketing Practices (Joint Award with the Society of Business Practitioners)
A CPD programme is also offered.

DESIGNATORY LETTERS

GradMAMSA, GradAfMAMSA, MMAMSA, FMAMSA

MRS (THE MARKET RESEARCH SOCIETY)

The Old Trading House
15 Northburgh Street
London EC1V 0JR
Tel: 020 7490 4911
Fax: 020 7490 0608
E-mail: profdevelopment@mrs.org.uk
Website: www.mrs.org.uk

With members in more than 60 countries, MRS is the world's leading research association. For all those who need, use, generate or interpret the evidence essential to making good decisions for commercial and public policy. We offer various qualifications and membership grades, and are an awarding body for vocationally related qualifications in market and social research.

MEMBERSHIP

Student Member
Member (MMRS)
Certified Member (CMRS)

Fellow (FMRS)
Honorary Fellow (Hon. FMRS)

QUALIFICATION/EXAMINATIONS

MRS Certificate in Market and Social Research
MRS Certificate in Interviewing Skills
MRS Advanced Certificate in Market and Social Research Practice
MRS Diploma in Market and Social Research Practice

DESIGNATORY LETTERS

MMRS, CMRS, FMRS, Hon. FMRS

THE CHARTERED INSTITUTE OF MARKETING

Moor Hall
 Maidenhead
 Berkshire SL6 9QH
 Tel: 01628 427120
 Fax: 01628 427158
 E-mail: qualifications@cim.co.uk
 Website: www.cim.co.uk/learningzone

The Chartered Institute of Marketing is the leading international professional marketing body, with 47,000 members worldwide. We aim to improve the skills of marketing practitioners, enabling them to deliver exceptional results for their organization. Qualifications from Introductory to Chartered postgraduate level are offered to anyone wanting to develop their career in marketing.

MEMBERSHIP

Affiliate (Studying/Professional)
 Associate (ACIM)
 Member (MCIM)
 Fellow (FCIM)
 Chartered Marketer

QUALIFICATION/EXAMINATIONS

Professional Certificate in Marketing
 Professional Diploma in Marketing

Chartered Postgraduate Diploma in Marketing
 Diploma in Marketing Communications
 Diploma in Digital Marketing
 Professional Diploma in Marketing for Business Services and Solutions
 Diploma in Digital Marketing (Mobile)
 Diploma in Digital Marketing (Metrics and Analytics)
 Diploma in Digital Marketing (Media and Branding)
 Certificate in Professional Sales Practice
 Advanced Certificate in Professional Sales Management Practice
 Advanced Certificate in Account Management Practice
 Intensive Diploma on Strategic Sales Practice

DESIGNATORY LETTERS

ACIM, MCIM, FCIM

THE INSTITUTE OF DIRECT AND DIGITAL MARKETING

1 Park Road
 Teddington
 Middlesex TW11 0AR
 Tel: 020 8164 0277
 E-mail: enquiries@theidm.com
 Website: www.theidm.com

The Institute of Direct and Digital Marketing is the UK's only government-approved Institute for the professional development of direct and digital marketers, offering a broad range of practitioner-taught training courses and professional marketing qualifications. It is also a membership organisation, providing status, knowledge and networking opportunities to senior marketers.

MEMBERSHIP

Affiliate Member
 Associate Member
 Member

Fellow
 Corporate Member

QUALIFICATION/EXAMINATIONS

MSc in Digital Marketing
 MSc in Marketing Management
 Postgraduate Diploma in Digital Marketing
 Postgraduate Diploma in Digital Marketing with B2B
 Postgraduate Diploma in Direct and Digital Marketing
 Postgraduate Diploma in Direct and Digital Marketing with B2B
 Professional Diploma in Digital Marketing

Professional Diploma in Direct and Digital Marketing
Certificate in Social Media
Certificate in Email Marketing
Certificate in Search Marketing
Award in Digital Copywriting

Award in Data Management
Award in Direct and Digital Marketing
Award in Mobile Marketing

THE INSTITUTE OF SALES AND MARKETING MANAGEMENT

Harrier Court
Woodside Road
Lower Woodside
Bedfordshire LU1 4DQ
Tel: 01582 840001
Fax: 01582 849142
E-mail: education@ismm.co.uk
Website: www.ismm.co.uk

The ISMM offers professional qualifications in sales and marketing. The qualifications are accredited by the Qualification and Curriculum Authority, the body set up by the government to regulate qualifications. The programmes are available through ISMM-recognised centres.

MEMBERSHIP

Student
Associate (AInstSMM)
Member
Fellow

QUALIFICATION/EXAMINATIONS

Level 1 Award in Selling Lawfully and Ethically
Level 1 Award in Understanding the Sales Cycle
Level 1 Award in Understanding Marketing
Level 1 Award in Communication Skills in Sales
Level 1 Award in Sales and Marketing
Level 2 Award in Understanding Laws and Ethics of Selling
Level 2 Award in Understanding Marketing
Level 2 Award in Understanding Buyer Behaviour
Level 2 Award in Sales Targets
Level 2 Award in Selling to Customers
Level 2 Award in Understanding Selling to Customers
Level 2 Award in Telesales
Level 2 Certificate in Sales and Marketing
Level 3 Award in Preparing and Delivering a Sales Presentation
Level 3 Award in Handling Objections, Negotiating and Closing Deals
Level 3 Award in Understanding Influences on Buyer Behaviour

Level 3 Award in Understanding customer segmentation and profiling
Level 3 Award in Understanding sales and marketing in organisations
Level 3 Award in Using market information for sales
Level 3 Award in Time and territory management for sales people
Level 3 Award in Planning for professional development
Level 3 Award in Prospecting for new business
Level 3 Award in Sales pipeline management
Level 3 Certificate in Sales and Marketing
Level 3 Diploma in Sales and Marketing
Level 4 Award in Managing responsible selling
Level 4 Award in Understanding segmentation, targeting and positioning
Level 4 Award in Managing a sales team
Level 4 Award in Operational sales planning
Level 4 Award in Sales negotiations
Level 4 Award in Analysing the marketing environment
Level 4 Award in Finance for sales managers
Level 4 Award in Writing and delivering a sales proposal
Level 4 Certificate in Sales and Marketing Management
Level 4 Diploma in Sales and Marketing Management
Level 5 Award in Understanding and developing customer accounts
Level 5 Award in Understanding the integrated functions of sales and marketing
Level 5 Award in Sales forecasts and target setting
Level 5 Award in Leading a team

Level 5 Award in Motivation and compensation for sales teams

Level 5 Award in Coaching and mentoring

Level 5 Award in Designing, planning and managing sales territories

Level 5 Award in Analysing the financial potential and performance of customer accounts

Level 5 Award in Relationship management for account managers

Level 5 Award in Bid and tender management for account managers

Level 5 Award in Developing a product portfolio

Level 5 Certificate in Sales and Account Management

Level 5 Diploma in Sales and Account Management

Level 6 Award in Leading a culture for responsible selling

Level 6 Award in Leadership and management in sales

Level 6 Award in Planning and implementing sales and marketing strategy

Level 6 Award in Salesforce organisation

Level 6 Award in Sales forecasting and budgeting

Level 6 Award in Developing strategic relationships with major customers

Level 6 Award in Managing sales-related change

Level 6 Award in Developing and using customer insight

Level 6 Certificate in Strategic Sales Management

Level 6 Diploma in Strategic Sales Management

DESIGNATORY LETTERS

AInstSMM, MInstSMM, FInstSMM

MARTIAL ARTS

Membership of Professional Institutions and Associations

INSTITUTE OF MARTIAL ARTS AND SCIENCES

1 Henrietta Street

Bolton

Lancashire BL3 4HL

Tel: 07792 214993

E-mail: admin@instituteofmartialartsandsciences.com

Website: www.instituteofmartialartsandsciences.com

The IMAS is a professional institute for martial artists, dedicated to education and research in the martial arts and offering memberships, accredited training and qualifications, and university degrees in martial arts studies. IMAS has a quarterly, peer reviewed journal, and an annual yearbook containing its research articles.

MEMBERSHIP

Affiliate

Student

Associate (AIMAS)

Member (MIMAS)

Fellow (FIMAS)

QUALIFICATION/EXAMINATIONS

Accredited instructor training

Specialist courses for police/security professionals

Higher Educational opportunities include: Graduate

of the Institute of Martial Arts and Sciences (Grad.

IMAS); BA (Hons); Masters by Research (MRes);

Doctoral studies (PhD) available through our associated university in the UK

DESIGNATORY LETTERS

Grad.IMAS, BA (Hons), MRes, PhD

MASSAGE AND ALLIED THERAPIES

Membership of Professional Institutions and Associations

BRITISH MEDICAL ACUPUNCTURE SOCIETY

BMAS House
3 Winnington Court
Winnington Street
Northwich
Cheshire CW8 1AQ
Tel: 01606 786782
Fax: 01606 786783
E-mail: admin@medical-acupuncture.co.uk
Website: www.medical-acupuncture.co.uk

The BMAS was formed in 1980 as an association of medical practitioners interested in acupuncture and we now have a membership of more than 2,500 registered doctors and allied health professionals who practise acupuncture alongside more conventional techniques. We believe that acupuncture has an important role to play in healthcare and promote its use as a therapy following orthodox medical diagnosis by suitably trained practitioners. We run training programmes in the UK for doctors, dentists and other healthcare professionals.

MEMBERSHIP

Member
Accredited Member
Dental/Veterinary Member
Retired Member
Affiliated
Overseas Member

QUALIFICATION/EXAMINATIONS

Certificate of Basic Competence (CoBC)
Diploma of Medical Acupuncture (DipMedAc)

LCSP REGISTER OF REMEDIAL MASSEURS AND MANIPULATIVE THERAPISTS

38A High Street
Lowestoft
Suffolk NR32 1HY
Tel: 01502 563344
Fax: 01502 582220
E-mail: admin@lcsp.uk.com
Website: www.lcsp.uk.com

The Register accepts practitioners who currently work in Massage, Sports / Remedial Massage or Manipulative Therapy. Applicants must have completed a course of education at an establishment whose training meets or exceeds the National Occupational Standards. The Register offers heavily discounted comprehensive medical malpractice insurance, business support, regular communications and CPD.

MEMBERSHIP

Student Member
Associate Member (LCSP (Assoc))
Full Member (LCSP (Phys))
Affiliate
Fellow (FLCSP)
Honorary Member

DESIGNATORY LETTERS

LCSP (Assoc), LCSP (Phys), FLCSP

NORTHERN INSTITUTE OF MASSAGE LTD

14–16 St Mary's Place
Bury
Greater Manchester BL9 0DZ
Tel: 0161 797 1800
E-mail: information@nim.co.uk
Website: www.nim.co.uk

The NIM was founded in 1924 and offers professional training in Remedial Massage, Advanced Remedial Massage, and Manipulative Therapy. We also offer a number of CPD seminars and short courses to supplement our main training programme. Research is carried out mostly by therapists on patients from

their own clinics or by students completing university courses.

QUALIFICATION/EXAMINATIONS

Advanced Remedial Massage Diploma
Manipulative Therapy Diploma

SOCIETY OF HOMEOPATHS

11 Brookfield Duncan Close
Moulton Park
Northampton NN3 6WL
Tel: 01604 817890
Fax: 01604 648848
E-mail: info@homeopathy-soh.org
Website: www.homeopathy-soh.org

The Society of Homeopaths was established in 1978 and is now the largest organization registering professional homeopaths in Europe. Our vision is 'homeopathy for all' and we aim to achieve this both by supporting our members and by raising the profile of homeopathy in general.

MEMBERSHIP

Subscriber
Student Member
Student Clinical Member
Registered Member (RSHom)

DESIGNATORY LETTERS

RSHom

MATHEMATICS

Membership of Professional Institutions and Associations

EDINBURGH MATHEMATICAL SOCIETY

School of Mathematics, Edinburgh University
James Clerk Maxwell Building
Mayfield Road
Edinburgh EH9 3JZ
Tel: 01316 505060
Fax: 01316 506553
E-mail: queries@maths.ed.ac.uk
Website: www.maths.ed.ac.uk

The EMS, founded in 1883, is the principal mathematical society for the academic community in Scotland as well as mathematicians in industry and commerce. We organize meetings, publish a journal and support mathematical activities through various funds.

MEMBERSHIP

Ordinary Member
Reciprocal Member
Honorary Member

THE INSTITUTE OF MATHEMATICS AND ITS APPLICATIONS

Catherine Richards House
16 Nelson Street
Southend-on-Sea
Essex SS1 1EF
Tel: 01702 354020
Fax: 01702 354111
E-mail: post@ima.org.uk
Website: www.ima.org.uk

The IMA, founded in 1964, is the UK's learned society for mathematics and its applications. We promote mathematical research, education and careers, and the use of mathematics in business, industry and commerce. In 1990 the Institute was incorporated by Royal Charter and subsequently granted the right to award the status of Chartered Mathematician, Chartered Scientist and Chartered Mathematics Teacher.

Affiliate
Associate Member (AMIMA)
Member (MIMA)
Fellow (FIMA)
Chartered Mathematician (CMath)
Chartered Mathematics Teacher (CMathTeach)
Chartered Scientist (CSci)

MEMBERSHIP

Student

DESIGNATORY LETTERS

AMIMA, MIMA, FIMA, CMath, CMathTeach, CSci

THE MATHEMATICAL ASSOCIATION

259 London Road
Leicester LE2 3BE
Tel: 01162 210013
Fax: 01162 122835
E-mail: office@m-a.org.uk
Website: www.m-a.org.uk

The MA dates from 1871 and supports and improves the teaching and learning of mathematics and its applications, and provides opportunities for communication and collaboration between teachers and students of mathematics. We publish a number of books, journals and magazines, hold an annual conference and regional meetings, and organize

CPD events for our members. We also confer with government re the curriculum and assessment.

MEMBERSHIP

Student Member
Personal Member
Institutional Member

MEDICAL HERBALISM

Membership of Professional Institutions and Associations

THE NATIONAL INSTITUTE OF MEDICAL HERBALISTS

Clover House
James Court
South Street
Exeter
Devon EX1 1EE
Tel: 01392 426022
Fax: 01392 498963
E-mail: info@nimh.org.uk
Website: www.nimh.org.uk

The NIMH is the UK's leading professional organization of qualified medical herbal practitioners. We maintain high standards of practice and patient care, and work to promote the benefits of western herbal medicine. We provide codes of conduct, ethics and practice, and represent the profession, patients and the public through participation in external processes.

MEMBERSHIP

Member (MNIMH) Membership is open to graduates holding a BSc(Hons) degree in Herbal Medicine from Lincoln College or University of Westminster. There is also a student affiliate membership scheme for those who are undergraduates of either of the above schools.

QUALIFICATION/EXAMINATIONS

The NIMH has historically managed its own accreditation process, with universities currently offering a BSc(Hons) degree in Herbal Medicine at Lincoln College and University of Westminster.

From 2011 accreditation of the above courses transferred to The European Herbal and Traditional Medicine Practitioners Association (EHTPA), as an umbrella body of Professional Herbal Medicine Associations, although graduates will continue to be eligible to apply for NIMH membership.

DESIGNATORY LETTERS

MNIMH, FNIMH

MEDICAL SECRETARIES

Membership of Professional Institutions and Associations

ASSOCIATION OF MEDICAL SECRETARIES, PRACTICE MANAGERS, ADMINISTRATORS AND RECEPTIONISTS

Tavistock House North
Tavistock Square
London WC1H 9LN
Tel: 020 7387 6005
Fax: 020 7388 2648
E-mail: info@amspar.co.uk
Website: www.amspar.com

AMSPAR is a professional membership and educational organization. We work with City & Guilds to provide non-clinical qualifications for health administration within the UK qualification frameworks. We aim to promote quality and coherence in the delivery of qualifications, and encourage and support standards of excellence in the pursuit of continuous professional development and lifelong learning.

MEMBERSHIP

Associate Member (AAMS)
Member (MAMS)
Fellow (FAMS)

QUALIFICATION/EXAMINATIONS

The Level 5 Diploma in Primary Care & Health Management
The Level 5 Certificate in Primary Care & Health Management
The Level 3 Diploma for Medical Secretaries

The Level 3 Certificate in Medical Administration
The Level 3 Certificate in Medical Terminology
The Level 3 Award in Legal Aspects of Medical Administration
The Level 3 Award in Medical Principles for the Administrator
The Level 3 Award in Medical Word Processing
The Level 3 Award in Production of Medical Documents from Recorded Speech
The Level 2 Diploma in Medical Administration
The Level 2 Certificate in Medical Administration
The Level 2 Award in Medical Terminology
The Level 2 Award in Working in the NHS
The Level 2 Award in Medical Word Processing
The Level 2 Award in Production of Medical Documents from Recorded Speech

DESIGNATORY LETTERS

AAMS, MAMS, FAMS

MEDICINE

A student who wishes to qualify as a doctor in the UK must first obtain a primary qualification. Medical students in the UK typically study for five years to receive their medical degrees (or four years for a graduate entry programme). After graduation, a trainee doctor will enter the two-year Foundation Programme. The trainee is provisionally registered with a licence to practise with the General Medical Council (GMC) while completing the first year and

full registration is awarded upon completion of year one.

The GMC is charged with the responsibility under the Medical Act 1983 of keeping a register of all duly qualified medical practitioners. General Medical Council, Regent's Place, 350 Euston Road, London NW1 3JN; Tel: 0161 923 6602; e-mail: gmc@gmc-uk.org; website: www.gmc-uk.org. For information on how to apply to join the register, see www.gmc-uk.org/doctors/applications.asp

PRIMARY QUALIFICATIONS

A qualifying examination for the purposes of Part II of the Medical Act is an examination held for the granting of one or more primary medical qualifications (PMQs) by any one of the bodies or

combinations of bodies in the United Kingdom that are included in a list maintained by the GMC and published on the GMC's website (www.gmc-uk.org/education/undergraduate/awarding_bodies.asp).

LICENSING AND REVALIDATION

Licensing was introduced on 16 November 2009 and revalidation on 3 December 2012. Doctors must be registered with a licence to practise with the General Medical Council (GMC) to practise medicine in the UK. Any person whose fitness to practise is not impaired and who a) holds one or more primary United Kingdom qualifications and has satisfactorily completed an acceptable programme for provisionally registered doctors; or b) being a national of any relevant European State, holds one or more primary

European qualifications, is entitled to be registered as a fully registered medical practitioner.

Revalidation is a new way of regulating licensed doctors that will give extra confidence to patients that their doctors are up to date and fit to practise. Licensed doctors will have to revalidate, usually every five years, by having regular appraisals based on the GMC's core guidance for doctors, *Good Medical Practice*. It is planned that the majority of licensed doctors will be revalidated for the first time by the end of March 2016.

Membership of Professional Institutions and Associations

COLLEGE OF OPERATING DEPARTMENT PRACTITIONERS

130 Euston Road
London NW1 2AY
Tel: 0870 121 5414
E-mail: office@codp.org
Website: www.codp.org.uk

The CODP is the professional body for Operating Department Practitioners. It is a membership, not-for-profit organization that sets standards of education for the pre-registration aspect of the profession and promotes the enhancement of knowledge and skills, in the context of the multidisciplinary team, through regional, national and international networks.

MEMBERSHIP
Student Member
Association Member
Full College Member

ROYAL COLLEGE OF GENERAL PRACTITIONERS

30 Euston Square
London NW1 2FB
Tel: 020 3188 7400
Fax: 020 3188 7401
E-mail: info@rcgp.org.uk
Website: www.rcgp.org.uk

The aims of the College are to encourage, foster and maintain the highest possible standards in general medical practice. Full entry to the College is by exam

undertaken whilst in training for General Practice, or assessment as a qualified GP.

MEMBERSHIP

Associate in Training
Associate
Member (MRCGP)
Fellow (FRCGP)
International

Undergraduate medical students and Foundation programme students may register with the College's

Student Forum, which exposes the students to life in general practice.

QUALIFICATION/EXAMINATIONS

Assessment for Membership of the RCGP (MRCGP)

DESIGNATORY LETTERS

MRCGP, FRCGP

ROYAL COLLEGE OF OBSTETRICIANS AND GYNAECOLOGISTS

27 Sussex Place

London NW1 4RG

Tel: 020 7772 6200

E-mail: library@rcog.org.uk

Website: www.rcog.org.uk

The RCOG encourages the study and advancement of the science and practice of obstetrics and gynaecology. We do this through postgraduate medical education and training development, and the publication of clinical guidelines and reports on aspects of the specialty and service provision. The RCOG International Office works with other international organizations to help lower maternal morbidity and mortality in under-resourced countries.

MEMBERSHIP

Affiliate
Associate
Diplomate

Trainee – pre-membership

Member without Examination (MRCOG)

Member (MRCOG)

Fellow (FRCOG)

Fellow *honoris causa*

Fellow *ad eundem* (FRCOG)

Honorary Fellow (FRCOG)

QUALIFICATION/EXAMINATIONS

MRCOG (Membership Exam)

FRCOG (Diploma)

DESIGNATORY LETTERS

MRCOG, FRCOG

ROYAL SOCIETY OF MEDICINE

1 Wimpole Street

London W1G 0AE

Tel: 020 7290 2900

Fax: 020 7290 2989

E-mail: membership@rsm.ac.uk

Website: www.rsm.ac.uk

The RSM, founded in 1805, is a medical charity that promotes the exchange of information and ideas in medical science. We provide a broad range of educational activities and opportunities for doctors, dentists, veterinary surgeons, students of these disciplines and allied healthcare professionals, organize conferences, and publish books and journals through our publishing division, RSM Press.

MEMBERSHIP

Student

Associate

Fellow

Corporate

THE FEDERATION OF ROYAL COLLEGES OF PHYSICIANS OF THE UNITED KINGDOM

MRCP(UK)
 11 St Andrews Place
 Regent's Park
 London NW1 4LE
 Tel: +44 (0)20 3075 1515
 E-mail: part1@mrcpuk.org
 Website: www.mrcpuk.org

The Federation is a partnership between the Royal College of Physicians of Edinburgh, the Royal College of Physicians and Surgeons of Glasgow and the Royal College of Physicians of London. Working together, the colleges develop and deliver membership and specialty examinations that are recognized around the world as quality benchmarks.

MEMBERSHIP

Membership of the Royal Colleges of Physicians (MRCP(UK)): Once candidates have successfully completed their final Part of the examination they must then submit and complete the Form of Faith as a testimonial for election to membership.

QUALIFICATION/EXAMINATIONS

The Federation is responsible for a portfolio of examinations: MRCP(UK) Diploma (Membership of the Royal Colleges of Physicians of the United Kingdom): Candidates for the MRCP(UK) Diploma may enter through the Royal College of Physicians of Edinburgh, the Royal College of Physicians and Surgeons of Glasgow, the Royal College of Physicians of London, or through the online application system. There are three components to the MRCP(UK) Diploma. The part 1 examination has a two-paper format. Each paper is 3 hours in duration and contains 100 multiple choice questions in one from five (best of five) format, where a candidate chooses the best answer from five possible answers. The part 2 written examination has a three-paper format. All papers in the MRCP(UK) part 2 written examination are 3 hours in duration and contain up to 100 multiple choice questions. The questions will usually have a clinical scenario, may include the results of investigations and may be illustrated. The part 2 clinical examination (PACES) consists of five clinical stations, each assessed by two independent examiners. Candidates will start at any one of the five stations, and then move round the carousel of

stations at 20-minute intervals until they have completed the cycle. There is a 5-minute period between each station. Candidates may apply to sit the MRCP(UK) part 1 examination provided they graduated at least 12 months in advance of the examinations date (and have had at least 12 months' experience in medical employment). Candidates who have passed the part 1 examination can proceed to complete the remaining components. The MRCP(UK) Examination provides valid, reliable evidence of attainment in knowledge, clinical skills and behaviour, and is a mandatory component of assessment for Core Medical Training (CMT). The Specialty Certificate Examinations (SCEs): The Federation of Royal Colleges of Physicians of the UK, in association with the Specialist Societies, has developed a programme to deliver Specialty Certificate Examinations within the new specialist training structure. The aim of these national assessments is to ensure that trainees have sufficient knowledge of their specialty to practise safely and competently as consultants. The Specialty Certificate Examination is delivered in computer-based format (referred to as CBT) at a Pearson VUE test centre. Each paper is based on the MRCP(UK) written paper format and contains 100 multiple choice questions in 'best of five' format. A Specialty Certificate Examination is a compulsory component of assessment for Certificate of Completion of Training (CCT) for all UK trainees whose specialist training began in or after August 2007 and is in one of the following specialties: Dermatology; Endocrinology and Diabetes; Gastroenterology; Geriatric Medicine; Infectious Diseases; Medical Oncology; Nephrology; Neurology; Palliative Medicine; Respiratory Medicine and Rheumatology.

DESIGNATORY LETTERS

MRCP(UK)

THE INSTITUTE OF CLINICAL RESEARCH

10 Cedar Court
Grove Park
White Waltham Road
Maidenhead
Tel: 0845 521 0056
E-mail: info@icr-global.org
Website: www.icr-global.org

The ICR was founded in 1978 and is now the largest professional clinical research body in Europe and India. Our aim is to promote knowledge and understanding by engaging with the healthcare community and the general public, to support and facilitate communication between our members, and to provide opportunities for learning and development to enhance professional competence.

MEMBERSHIP

Affiliate

Registered Member (RICR)
Professional Member (MICR)
Fellow (FICR)
Honorary Fellow (Hon FICR)

QUALIFICATION/EXAMINATIONS

Please see the ICR's website.

DESIGNATORY LETTERS

RICR, MICR, FICR, HonFICR

THE ROYAL COLLEGE OF ANAESTHETISTS

Churchill House
35 Red Lion Square
London WC1R 4SG
Tel: 020 7092 1500
Fax: 020 7092 1730
E-mail: info@rcoa.ac.uk
Website: www.rcoa.ac.uk

The RCoA, which dates from 1948, is the professional body responsible for the specialty of anaesthesia throughout the UK. Our principal responsibility is to ensure the quality of patient care through the maintenance of standards in anaesthesia, pain medicine and critical care. We set and run examinations, and provide CPD for all practising anaesthetists.

MEMBERSHIP

Trainee
Affiliate
Associate Member

Member (MRCA)
Associate Fellow
Fellow *ad eundem* (FRCA)
Fellow (FRCA)
Honorary Fellow (FRCA)

QUALIFICATION/EXAMINATIONS

FRCA Examinations (FRCA)

DESIGNATORY LETTERS

MRCA, FRCA

THE ROYAL COLLEGE OF PATHOLOGISTS

2 Carlton House Terrace
London SW1Y 5AF
Tel: 020 7451 6700
E-mail: info@rcpath.org
Website: www.rcpath.org

The College aims to advance the science and practice of pathology, to provide public education, to promote research in pathology and to disseminate the results.

MEMBERSHIP

Affiliate Member
Associate
Diplomate Member (DipRCPath)
Fellow (FRCPath)

QUALIFICATION/EXAMINATIONS

Training programmes are approved for all pathology specialities and sub-specialities. The exact

examination arrangements vary for each speciality but they will all involve a Part 1 and a Part 2 which include, inter alia, written, practical and oral components. In addition the College offers a Diploma in Cytopathology, a Diploma in Dermatopathology and a Diploma in Forensic Pathology. Further details may be obtained from the Examinations Department or the College's website.

DESIGNATORY LETTERS

DipRCPath, FRCPath

THE ROYAL COLLEGE OF PHYSICIANS AND SURGEONS OF GLASGOW

232–242 St Vincent Street
Glasgow G2 5RJ
Tel: 0141 2216072
Fax: 0141 2211804
E-mail: exams@rcpsg.ac.uk
Website: www.rcpsg.ac.uk

The Royal College of Physicians and Surgeons of Glasgow (RCPSG) welcomes professionals from a diverse range of disciplines. At present, our collegiate body includes Physicians, Surgeons, professionals in Dentistry, Travel Medicine, Podiatric Medicine and other professions allied to medicine. The College aims to provide career support to our membership through education, training, professional development, examinations and assessment, whilst acting as a charity and leading voice on health issues in order to set the highest standards of health care.

MEMBERSHIP

Member MRCPS(Glasg)/ MFDS RCPS(Glasg)/
MRCs(Glasg)/ MRCs(ENT)(Glasg)/ MFTM
RCPS(Glasg)/ MFFM RCPS(Glasg)
Fellow FRCP(Glasg)/ FRCS(Glasg)/ FDS
RCPS(Glasg)/ FFTM RCPS(Glasg)/ FFFM
RCPS(Glasg)
Associate Member
Affiliate Member

Associate in Training
Introductory Member

QUALIFICATION/EXAMINATIONS

Diploma in Dermatology (Dip Derm)
Diploma in Otolaryngology – Head and Neck
Surgery (DOHNS)
Diploma in Travel Medicine (DipTravMed)
Diploma of Membership of the Royal Colleges of
Physicians of the United Kingdom (MRCP(UK)) (see
MRCP(UK) website)
Diploma of Membership of the Royal College of
Surgeons (MRCS(Glasg))
Diploma of Membership of the Royal College of
Surgeons (MRCS(ENT)(Glasg))
Diploma of Membership of the Faculty of Dental
Surgery (MFDS RCPS(Glasg))
Diploma of Membership in (dental specialty) (M(dental
specialty) RCPS(Glasg))
Diploma of Membership of the Faculty of Travel
Medicine (MFTM RCPS(Glasg))

Diploma of Membership of the Faculty of Podiatric Medicine (MFPM RCPS(Glasg))

Diploma of Fellowship of the Royal College of Physicians and Surgeons of Glasgow in Ophthalmology (FRCS(Glasg))

Diploma of Fellowship of the Royal College of Physicians and Surgeons of Glasgow (FDS (dental specialty)RCPS(Glasg))

Diploma of Fellowship of the Royal College of Physicians and Surgeons of Glasgow (FRCSGlasg (surgical specialty))

Diploma of Fellowship of the Faculty of Travel Medicine (FFTM RCPS(Glasg))

Diploma of Fellowship of the Faculty of Podiatric Medicine (FFPM RCPS(Glasg))

DESIGNATORY LETTERS

MFDS RCPS(Glasg), MFTM RCPS(Glasg), MRCP(UK), MRCS(Glasg), MRCS(ENT)(Glasg), MRCP(S)(Glasg), MFPM RCPS(Glasg), M(dental specialty) RCPSG(Glasg)/ FRCP(Glasg)/ FRCS(Glasg)/ FRCSGlasg(surgical specialty)/ FDS RCPS(Glasg)/ FRCS(Urol)(Glasg), FFTM RCPS(Glasg)

THE ROYAL COLLEGE OF PHYSICIANS OF EDINBURGH

9 Queen Street
Edinburgh EH2 1JQ
Tel: 01312 257324
E-mail: l.tedford@rcpe.ac.uk
Website: www.rcpe.ac.uk

The RCPE promotes the highest standards in internal medicine in the UK and internationally. Along with our sister Colleges in Glasgow and London we oversee the membership examination of the Royal Colleges of Physicians, MRCP(UK), enabling doctors to enter higher specialist training, leading eventually to a Certificate of Completion of Specialist Training (CCST).

MEMBERSHIP

Student + Foundation

Associate
Collegiate Member (MRCPE)
Fellow (FRCPE)

QUALIFICATION/EXAMINATIONS

MRCP(UK)
Specialty Certificate Examinations

DESIGNATORY LETTERS

MRCPE, FRCPE

THE ROYAL COLLEGE OF PHYSICIANS OF LONDON

11 St Andrews Place
Regent's Park
London NW1 4LE
Tel: +44 (0)20 3075 1649
E-mail: via website
Website: www.rcplondon.ac.uk

The Royal College of Physicians of London offers a Diploma in Geriatric Medicine (DGM) Examination and a Diploma in Tropical Medicine and Hygiene, run in conjunction with the London School of Tropical Medicine and Hygiene.

MEMBERSHIP

The Royal College of Physicians of London runs the MRCP(UK) Examination which is the MRCP(UK)

membership examination. As the examination is run in conjunction with two other Royal Colleges of Physicians, this examination and the membership qualification MRCP(UK) are listed in this directory under *The Federation of Royal Colleges of Physicians*

QUALIFICATION/EXAMINATIONS

Diploma in Geriatric Medicine The Diploma in Geriatric Medicine is designed to give recognition of competence in the provision of care of older people to General Practitioner vocational trainees, staff physicians and others working in non-consultant career posts in Departments of Geriatric Medicine, and other doctors with interests in or responsibilities for the care of older people.

The Diploma in Geriatric Medicine is available to all registered doctors. It is not primarily directed towards career geriatricians, but is generally to family doctors, psycho-geriatricians and indeed any doctor involved in the care of older people.

The Diploma in Geriatric Medicine is in two parts, the first of which is a written examination of multiple choice (best of 5) questions, lasting 2 hours and 30 minutes normally held twice a year at the Royal College of Physicians of London.

The second part is a Clinical Examination also held twice a year at various clinical centres in England and Wales. The clinical examination is a four-station standardized examination similar to an Objective Standard Clinical Examination (OSCE).

Diploma in Tropical Medicine and Hygiene The Diploma in Tropical Medicine and Hygiene is intended to test the knowledge required of physicians who wish to practise medicine effectively in developing countries.

Candidates for the Diploma in Tropical Medicine & Hygiene must hold a primary medical qualification recognized by the Royal College of Physicians of London.

The Royal College of Physicians of London will accept applications from candidates who are in the process of completing, or have completed within the last 5 years, the Tropical Medicine courses in London, Liverpool, Sheffield and Glasgow, which are recognized as appropriate training centres for the examination. The examination is held once a year over 2

days (unless required for a viva) and is conducted in the following sections: A **Practical Section** lasting 2 hours and 30 minutes consists of a mixture of microscopy specimens, including 20 'spot' questions that are set up on a microscope for identification. Other specimens require the candidate to use the microscopes themselves. They are mainly parasitological and may include faecal, blood and haematological preparations together with some entomological specimens. A **Written Section** (3 hours and 20 minutes in total) consists of three papers. The **Clinical Paper** (1 hour) contains 18 compulsory questions. The first 16 are based on clinical pictures – usually of patients with abnormal physical signs; but occasionally laboratory slides, X-rays, or epidemiological data may be shown. There will be two or three questions on each, asking (for example) identification, diagnosis, further investigation, treatment etc. Each of these 16 questions is worth a maximum of 5 marks. The last 2 questions (17 and 18) are brief clinical cases, with 2 or 3 questions (again concentrating on diagnosis or differential diagnosis, investigation and treatment). The **Multiple Choice Question Paper** (1 hour and 20 minutes) consists of 40 multiple choice questions designed to test the knowledge of tropical medicine and hygiene over a wide area. The **Preventative Medicine Paper** (1 hour including 5 minutes reading time) consists of 10 questions of which the candidate must choose 5. Each question may have several parts, covering all aspects of preventative medicine and international community health in a tropical context.

There is also an **Oral ('Viva') Examination** for borderline candidates. The examination is conducted by two examiners. The first part of the examination (10 minutes) is a discussion of an illustrated clinical case history, which candidates are allowed to study for 10 minutes before the examination. The second part of the examination (10 minutes) consists of more general questions.

THE ROYAL COLLEGE OF PSYCHIATRISTS

21 Prescott Street
London E1 8BB
Tel: 020 7235 2351
Fax: 020 3701 2761
E-mail: reception@rcpsych.ac.uk
Website: www.rcpsych.ac.uk

The RCPsych is the professional and educational body for psychiatrists in the UK and Ireland. We are committed to improving the understanding of psychiatry and mental health, and are at the forefront in setting and achieving the highest standards through education, training and research. We actively promote psychiatry as a career, and provide guidance and support to our members and associates.

MEMBERSHIP

Pre-Membership Psychiatric Trainee
New Associate

Affiliate
Specialist Associate
Member (MRCPsych)
Fellow (FRCPSych)
Honorary Fellow
International Associate

QUALIFICATION/EXAMINATIONS

MRCPsych qualifying exams

DESIGNATORY LETTERS

MRCPsych, FRCPSych

THE ROYAL COLLEGE OF RADIOLOGISTS

63 Lincoln's Inn Fields
London WC2A 3JW
Tel: 020 7405 1282
E-mail: enquiries@rcr.ac.uk
Website: www.rcr.ac.uk

The Royal College of Radiologists (RCR) leads, supports and educates in medical imaging and cancer treatment. RCR sets and maintains the standards for entry to, and practice in, the specialties of clinical oncology and clinical radiology and shapes their future development for the benefit of patients. The College works to advance the science and practice of radiology and oncology. It furthers public awareness and education, and promotes study and research through setting professional standards of practice. It also sets the curriculum for the two specialties ensuring that high educational standards are met in the interests of safe and responsible practice.

MEMBERSHIP

Junior Member
Associate
Trainee
Member
Fellow (FRCR)
Honorary Member/Fellow (Hon MRCCR/Hon FRCR)

QUALIFICATION/EXAMINATIONS

First FRCR Examination
Final FRCR Examination
Diploma in Dental and Maxillofacial Radiology (DDMFR)

DESIGNATORY LETTERS

FRCR, Hon MRCCR, Hon FRCR

THE ROYAL COLLEGE OF SURGEONS OF EDINBURGH

Nicolson Street
 Edinburgh EH8 9DW
 Tel: 0131 527 1600
 Fax: 0131 557 6406
 E-mail: mail@rcsed.ac.uk
 Website: www.rcsed.ac.uk

The Royal College of Surgeons of Edinburgh, which dates from 1505, is dedicated to the maintenance and promotion of the highest standards of surgical practice, through education, training and rigorous examination, and its liaison with external medical bodies. Today, with more than 20,000 Fellows and Members, we pride ourselves also on our innovation and adaptability.

MEMBERSHIP
 Affiliate

Associate
 Member (MRCSEd)
 Fellow (FRCSEd)

QUALIFICATION/EXAMINATIONS

Please see the Royal College of Surgeons of Edinburgh website.

DESIGNATORY LETTERS
 MRCSEd, FRCSEd

THE ROYAL COLLEGE OF SURGEONS OF ENGLAND

35–43 Lincoln's Inn Fields
 London WC2A 3PE
 Tel: 020 7405 3474
 E-mail: membership@rcseng.ac.uk
 Website: www.rcseng.ac.uk

The Royal College of Surgeons of England is committed to enabling surgeons to achieve and maintain the highest standards of surgical practice and patient care. We examine trainees, supervise the training of and provide support and advice for surgeons, promote and support surgical research in the UK, and liaise with the DoH, health authorities, Trusts and hospitals in the UK and other medical and academic organizations worldwide.

MEMBERSHIP
 Affiliate
 Associate
 Fellow *ad eundem*
 Membership *ad eundem*
 Specialty Membership

QUALIFICATION/EXAMINATIONS

Please see the Royal College of Surgeons of England website.

THE WORSHIPFUL SOCIETY OF APOTHECARIES OF LONDON

Apothecaries' Hall
Black Friars Lane
London EC4V 6EJ
Tel: 020 7236 1180
Fax: 020 7329 3177
E-mail: via website
Website: www.apothecaries.org

The Society of Apothecaries of London was incorporated by Royal Charter in 1617 and allowed to prepare and sell drugs for medicinal purposes, laying the foundations of the British pharmaceutical industry. Later, apothecaries were permitted to prescribe and dispense medicines, becoming the forerunners of today's GPs. Now the Society is primarily an examining body.

QUALIFICATION/EXAMINATIONS

PGDip in Forensic Medical Sciences (DFMS)
PGDip in Genitourinary Medicine (Dip GU Med)
PGDip in the History of Medicine (DHMSA)
PGDip in HIV Medicine (Dip HIV Med)
PGDip in the Medical Care of Catastrophes (DMCC)
PGDip in Medical Jurisprudence (Pathology) (DMJ[Path])
PGDip in the Philosophy of Medicine (DPMSA)

METALLURGY

Membership of Professional Institutions and Associations

INSTITUTE OF CORROSION

The Newton Building
St George's Avenue
Northampton NN2 6JB
Tel: 01604 893883
Fax: 01604 893878
E-mail: admin@icorr.org
Website: www.icorr.org

The Institute of Corrosion has since 1959 been serving the corrosion science, technology and engineering community in the fight against corrosion, which costs the UK around 4 per cent of GNP per annum. We promote the establishment and promotion of sound corrosion management practice, the advancement of cost-effective corrosion control measures, and a sustained effort to raise corrosion awareness at all stages of design, fabrication and operation.

MEMBERSHIP

Student Member
Ordinary Member
Technical Member (TICorr)
Professional Member (MICorr)

Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
Chartered Scientist (CSci)

QUALIFICATION/EXAMINATIONS

Cathodic Protection Technician (Level 1)
Senior Cathodic Protection Technician (Level 2)
Senior Cathodic Protection Engineer (Level 3)
Painting Inspector (ICorr Levels 1, 2 and 3)
Coating Inspector (ICorr Levels 1 and 2)

DESIGNATORY LETTERS

TICorr, MICorr, EngTech, IEng, CEng

THE INSTITUTE OF METAL FINISHING

Exeter House
48 Holloway Head
Birmingham B1 1NQ
Tel: 01216 227387
Fax: 01216 666316
E-mail: exeterhouse@instituteofmetalfinishing.org
Website: www.uk-finishing.org.uk

The IMF, founded in 1925, provides a focus for surface engineering and finishing activities worldwide through the fulfilment of technical, educational and professional needs at all levels for individuals and companies involved in the coatings industry. We promote R&D within the industry and CPD for our members, cooperate with other institutes, and liaise with legislative bodies to influence decision-making.

MEMBERSHIP

Student
Affiliate
Associate (AssocIMF)
Technician (TechIMF)

Licentiate (LIMF)
Member (MIMF)
Fellow (FIMF)
Engineering Technician (EngTech)
Sustaining Member (company)

QUALIFICATION/EXAMINATIONS

Foundation Certificate
Technician Certificate
Advanced Technician Certificate

DESIGNATORY LETTERS

AssocIMF, TechIMF, LIMF, MIMF, FIMF, EngTech

METEOROLOGY AND CLIMATOLOGY

Membership of Professional Institutions and Associations

MET OFFICE COLLEGE

Met Office
Fitzroy Road
Exeter
Devon EX1 3PB
Tel: 01392 885680
Fax: 01392 885681
E-mail: enquiries@metoffice.gov.uk
Website: www.metoffice.gov.uk

The Meteorological Office College is part of the Met Office and is located in Exeter, Devon. We provide meteorological training for our own staff and to meteorological services worldwide, as places become available on a fee-paying basis.

QUALIFICATION/EXAMINATIONS

Level 3 Diploma in Meteorological Observing (QCF)

Level 4 Certificate for a Meteorological Forecasting Technician (QCF)
Level 5 Diploma in Meteorological Forecasting (QCF)
Level 5 Award in Meteorological Briefing (QCF)
Level 5 Certificate in Meteorological Broadcasting (QCF)
Level 6 Diploma in Flood Forecasting (QCF)

ROYAL METEOROLOGICAL SOCIETY

104 Oxford Road
Reading RG1 7LL
Tel: 0118 956 8500
Fax: 0118 956 8571
E-mail: info@rmets.org
Website: www.rmets.org

The RMetS is the learned and professional society for anyone whose profession or interests are connected with weather and climate. It administers the NVQs of the profession and is the accreditation body for the status of Chartered Meteorologist. Its principal aim is the advancement of the understanding of weather and climate for the benefit of everyone.

MEMBERSHIP

Student

Associate Fellow
Fellow (FRMetS)
Honorary Member
Chartered Meteorologist (CMet)
School Member
Corporate Member

DESIGNATORY LETTERS

FRMetS, CMet

MICROSCOPY

Membership of Professional Institutions and Associations

THE ROYAL MICROSCOPICAL SOCIETY

37/38 St Clements
Oxford OX4 1AJ
Tel: 01865 254760
Fax: 01865 791237
E-mail: info@rms.org.uk
Website: www.rms.org.uk

The RMS, which dates from 1839, is an international scientific society dedicated to advancing the science of microscopy and the interests of its 1,400 members, who range from individuals interested in microscopy to scientists and company members representing manufacturers and suppliers of microscopes, other equipment and services.

MEMBERSHIP

Ordinary Member
Fellow (FRMS)
Corporate Member

DESIGNATORY LETTERS

FRMS

MUSEUM AND RELATED WORK

Membership of Professional Institutions and Associations

MUSEUMS ASSOCIATION

42 Clerkenwell Close
London EC1R 0AZ
Tel: 020 7566 7800
E-mail: info@museumsassociation.org
Website: www.museumsassociation.org

The MA is the oldest museums association in the world, set up in 1889 to guard the interests of museums and galleries. Today, we have 5,200 individual members, 600 institutional members and 250 corporate members. Our aim is to enhance the value of museums to society by sharing knowledge, developing skills, inspiring innovation and providing leadership.

MEMBERSHIP

Student
Volunteer
Professional Member
Associate (AMA)
Corporate Member
Institutional Member

DESIGNATORY LETTERS

AMA

MUSIC

Membership of Professional Institutions and Associations

ABRSM (ASSOCIATED BOARD OF THE ROYAL SCHOOLS OF MUSIC)

24 Portland Place
London W1B 1LU
Tel: 020 7636 5400
Fax: 020 7637 0234
E-mail: abrsms@abrsms.org
Website: www.abrsms.org

ABRSM's mission is to motivate musical achievement. We aim to support the development of learners and teachers in music education worldwide and to celebrate their achievements. We do this through authoritative and internationally recognized assessments, publications and professional development support for teachers, and through charitable donations.

MEMBERSHIP

Licentiate (LRSM)
Fellow (FRSM)

QUALIFICATION/EXAMINATIONS

Certificate of Teaching (CT ABRSM)
Diploma in Instrumental/Vocal Teaching (DipABRSM)
Diploma in Music Direction (DipABRSM)
Diploma in Music Performance (DipABRSM)

Please see the ABRSM website for details of other examinations and awards.

DESIGNATORY LETTERS

CT ABRSM, DipABRSM, LRSM, FRSM

INCORPORATED SOCIETY OF MUSICIANS

10 Stratford Place
London W1C 1AA
Tel: 020 7629 4413
Fax: 020 7408 1538
E-mail: membership@ism.org
Website: www.ism.org

The ISM, a non-profit-making organization founded in 1882, is the UK's professional body for musicians. We promote the art of music and the interests of musicians through campaigns, support and practical advice. Members also receive our monthly in-house magazine, *Music Journal*, which includes news and information on CPD.

MEMBERSHIP

Student Member
Associate Member
Full Member
Corporate Member
Graduate Member

MUSICAL INSTRUMENT TECHNOLOGY

Membership of Professional Institutions and Associations

PIANOFORTE TUNERS' ASSOCIATION

PO Box 230
Hailsham
East Sussex BN27 9EA
Tel: 0845 602 8796
E-mail: secretary@pianotuner.org.uk
Website: www.pianotuner.org.uk

The PTA is a professional body committed to improving standards, and applicants for membership must pass a theoretical and practical examination to prove their ability as a qualified piano tuner or technician. We publish a regular newsletter and hold an Annual Convention and General Meeting in different towns around Britain, to which members and aspiring non-members are invited.

MEMBERSHIP

Student
Patron
Associate
Technician Member
Member
Subscriber

THE INCORPORATED SOCIETY OF ORGAN BUILDERS

The Tower
7 Lower Port View
SALTASH
Cornwall PL12 4BY
Tel: 01752-842027
Fax: 01752-842027
E-mail: secretary@isob.co.uk
Website: www.isob.co.uk

The ISOB was founded in 1947 to advance the science and practice of organ building, to provide a central organization for organ builders, and to provide for the better definition and protection of the profession by a system of examinations and the issue of certificates and distinctions. We hold regular meetings and conferences around the UK and overseas.

MEMBERSHIP

Student Member

Ordinary Member (MISOB)
Associate Member (AISOB)
Fellow (FISOB)
Counsellor (CISOB)
Companion

DESIGNATORY LETTERS

MISOB, AISOB, FISOB, CISOB

NAVAL ARCHITECTURE

Membership of Professional Institutions and Associations

THE ROYAL INSTITUTION OF NAVAL ARCHITECTS

8-9 Northumberland Street
London WC2N 5DA
Tel: 020 7235 4622
Fax: 020 7259 5912
E-mail: membership@rina.org.uk
Website: www.rina.org.uk

The RINA is an internationally renowned professional institution whose members are involved at all levels in the design, construction, maintenance and operation of marine vessels and structures. Our members are widely represented in industry, universities and colleges, and maritime organizations in over 90 countries.

MEMBERSHIP

Student Member
Associate (AssocRINA)
Associate Member (AMRINA)
Member (MRINA)
Fellow (FRINA)

DESIGNATORY LETTERS

AssocRINA, AMRINA, MRINA, FRINA

NAVIGATION, SEAMANSHIP AND MARINE QUALIFICATIONS

Membership of Professional Institutions and Associations

THE NAUTICAL INSTITUTE

202 Lambeth Road
London SE1 7LQ
Tel: 020 7928 1351
Fax: 020 7401 2817
E-mail: sec@nautinst.org
Website: www.nautinst.org

The Nautical Institute is the international representative body for maritime professionals involved in the control of sea-going ships with an interest in nautical matters. It provides a wide range of services to enhance the professional standing and knowledge of members who are drawn from all sectors of the maritime world.

MEMBERSHIP

Honorary Fellow
Fellow (FNI)

Associate Fellow (AFNI)
Member (MNI)
Associate Member (AMNI)

QUALIFICATION/EXAMINATIONS

Harbour Master's Certificate
Pilotage Certificate
Command Diploma

DESIGNATORY LETTERS

FNI, AFNI, MNI, AMNI

THE ROYAL INSTITUTE OF NAVIGATION

1 Kensington Gore
London SW7 2AT
Tel: 020 7591 3134
Fax: 020 7591 3131
E-mail: admin@rin.org.uk
Website: www.rin.org.uk

The RIN is a learned society with charitable status. Our aims are: to unite those with a professional or personal interest in any aspect of navigation in one unique body; to further the development of navigation in every sphere; and to increase public awareness of both the art and science of navigation, how it has shaped the past, how it impacts our world today, and how it will affect the future.

MEMBERSHIP

Junior Associate Member
Student

Associate
Member (MRIN)
Associate Fellow (AFRIN)
Fellow (FRIN)
Affiliate Club
Affiliate College or University
Corporate Member
Small Business

DESIGNATORY LETTERS

MRIN, AFRIN, FRIN

NON-DESTRUCTIVE TESTING

Membership of Professional Institutions and Associations

THE BRITISH INSTITUTE OF NON-DESTRUCTIVE TESTING

Newton Building
St George's Avenue
Northampton NN2 6JB
Tel: 01604 89 3811
Fax: 01604 89 3861
E-mail: info@bindt.org
Website: www.bindt.org

The BINDT was formed in 1976 from the merger of the Society of Non-Destructive Examination (SONDE) and the Society of Industrial Radiology and Allied Methods of Non-Destructive Testing, later renamed the NDT Society of Great Britain (NDTS), both formed in 1954. Our aim is to promote and advance the science and practice of non-destructive testing, condition monitoring, diagnostic engineering and all other materials and quality testing disciplines.

Practitioner Member (PInstNDT)
Graduate Member (GInstNDT)
Member (MInstNDT)
Fellow (FInstNDT)
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)
Licensed Engineering Practitioner
Associate Member (corporate)

MEMBERSHIP

Student Member
Affiliate

DESIGNATORY LETTERS

PInstNDT, GInstNDT, MInstNDT, FInstNDT,
EngTech, IEng, CEng

NURSERY NURSING

Membership of Professional Institutions and Associations

COUNCIL FOR AWARDS IN CHILDREN'S CARE AND EDUCATION

Apex House
81 Camp Road
St Albans
Hertfordshire AL1 5GB
Tel: 0845 347 2123
Fax: 01727 818618
E-mail: info@cache.org.uk
Website: www.cache.org.uk

CACHE is an Awarding Body that designs courses and qualifications in the care and education of children and young people. Our courses, which are widely available, range from entry level to advanced qualifications for sector professionals. We regularly

lobby the government and other agencies to raise the quality and professionalism of child care.

QUALIFICATION/EXAMINATIONS

Please see the CACHE website.

THE SOCIETY OF NURSERY NURSING PRACTITIONERS

40 Archdale Road
East Dulwich
London SE22 9HJ
Tel: 0208 693 0555
Fax: 0208 693 0555
E-mail: info@snnp.org.uk
Website: www.snnp.org.uk

The Society is the only professional examining body in the field. Incorporated in 1991, it caters for the interests and aspirations of childminders, nursery nurses and all those who look after children and young people from birth to age 5. It also exists to raise the flagging professional image of nursery nurses.

MEMBERSHIP

Graduate (GSNNP)
Associate (ASNNP)
Fellow (FSNNP)

QUALIFICATION/EXAMINATIONS

The examinations in Early Childhood Studies are in three stages: Certificate, Advanced Certificate and Diploma. The subjects for all the examinations are the same but the questions are set and marked at the appropriate level. The subjects are:
Care of the sick child and special needs

Data investigation and interpretation
Early childhood play and learning
First aid and safety
Legal aspects of child care, health and community care
Management in the Early Years (Diploma level)
Managing self evaluation reflection
Observation, assessment and the young child
Overview of growth and development
Practice in service in child care
Pregnancy, birth and child development
Preparing for employment with young children
Protecting children from abuse
Social and psychological development
Working with parents and young children
Course work on a topic selected by the student

DESIGNATORY LETTERS

GSNNP, ASNNP, FSNNP

NURSING AND MIDWIFERY

Membership of Professional Institutions and Associations

THE NURSING & MIDWIFERY COUNCIL

23 Portland Place
London W1B 1PZ
Tel: 020 7333 9333
E-mail: UKenquiries@nmc-uk.org
Website: www.nmc-uk.org

We are the nursing and midwifery regulator for England, Wales, Scotland, Northern Ireland and the

Islands. We exist to safeguard the health and well-being of the public.

OCCUPATIONAL THERAPY

Membership of Professional Institutions and Associations

BRITISH ASSOCIATION OF OCCUPATIONAL THERAPISTS

106–114 Borough High Street
Southwark
London SE1 1LB
Tel: 020 7357 6480
Fax: 020 7450 2299
E-mail: membership@cot.co.uk
Website: www.cot.org.uk

The British Association and College of Occupational Therapists is the professional body for occupational therapy in the UK. The College has 29,000 members and represents the profession nationally and internationally. COT accredits pre-registration occupational therapy degree programmes in 31 UK Universities.

MEMBERSHIP

Student Member
Associate
Discounted Associate
Professional Member

Discounted Professional Member
Self-employed Member
Retired Member
Overseas Member

QUALIFICATION/EXAMINATIONS

BA (Hons)
PG Dip
MSc

DESIGNATORY LETTERS

MBAOT

OPTICIANS (DISPENSING)

Dispensing opticians must be registered with the General Optical Council (GOC, 41 Harley Street, London W1G 8DJ; Tel: 020 7580 3898; e-mail: goc@optical.org; website: www.optical.org). The GOC publishes registers of all optometrists, dispensing opticians, student opticians and optical businesses that are qualified and fit to practise, train or carry on business (www.optical.org/en/utilities/online-registers.cfm).

Qualification takes three years in total, and can be completed by combining a distance learning course or day release while working as a trainee under the supervision of a qualified and GOC-registered optician. Alternatively students can do a two-year full-time course followed by one year of supervised practice with a qualified and registered optician. The GOC has approved training courses in dispensing optics at the following six institutions in the UK: Anglia Ruskin University, Association of British Dispensing Opticians (ABDO) College, Bradford College, City University, City and Islington College, and Glasgow Caledonian University. All routes are

assessed by final ABDO examinations. On successful completion of training you must register with the GOC in order to practise in the UK. Once qualified, you will need to undertake a minimum amount of continuing education and training to remain on the register.

The approved training course for the contact lens specialty is run by ABDO College and City and Islington College. If you qualify as a dispensing optician and have worked in practice as a qualified dispensing optician for at least two years, the University of Bradford offers a career progression course that enables you to graduate with a degree in optometry in one calendar year (Tel: 01274 234290; e-mail: lifesciences-ug@bradford.ac.uk).

ENTRY REQUIREMENTS

You will normally need to have five GCSEs (or equivalent) at grades C or above, including English, maths and science. For mature and overseas students, alternative and vocational courses, admission requirements will vary and may be more flexible.

For further details contact the admissions tutor at the university you wish to apply to.

Membership of Professional Institutions and Associations

ASSOCIATION OF BRITISH DISPENSING OPTICIANS

199 Gloucester Terrace
London W2 6LD
Tel: 020 7298 5100
E-mail: general@abdolondon.org.uk
Website: www.abdo.org.uk

The ABDO is the qualifying body for dispensing opticians in the UK. Our aims are to advance the science and art of dispensing optics, to further the education and training of dispensing opticians, and to support and promote the interests of the profession.

MEMBERSHIP

Student Member
Associate Member
Full Member
Fellow (FBDO)

Elder

QUALIFICATION/EXAMINATIONS

Certificate in Contact Lens Practice (Level 6)
Diploma in The Assessment & Management of Low Vision (Level 6)
Diploma in Ophthalmic Dispensing (Level 6)
Diploma in Advanced Contact Lens Practice (Level 7)
Diploma in Spectacle Lens Design (Level 7)

DESIGNATORY LETTERS

FBDO

ASSOCIATION OF CONTACT LENS MANUFACTURERS

PO Box 735
Devizes
Wiltshire SN10 3TQ
Tel: 01380 860418
Fax: 01380 860863
E-mail: secgen@aclm.org.uk
Website: www.aclm.org.uk

The ACLM was founded in 1962 to publicize the work of UK contact lens manufacturers, to develop new products and to raise standards. Today we represent the manufacturers of the vast majority of prescription contact lenses and lens care products

sold in the UK, and provide a cohesive voice for our members.

MEMBERSHIP

Member

OPTOMETRY

Careers in optometry are overseen by the General Optical Council (41 Harley Street, London W1G 8DJ; e-mail: goc@optical.org; website: www.optical.org). You can study for an undergraduate optometry degree from one of nine GOC-approved institutions in the UK: Anglia Ruskin University, Aston University, the University of Bradford, Cardiff University, City University, Glasgow Caledonian University,

Plymouth University, the University of Manchester and the University of Ulster.

LENGTH OF COURSE

Usually four years in total (five in Scotland): a full-time three-year (four-year in Scotland) degree course, followed by one year's salaried pre-registration training with a practice under the guidance of a

GOC-registered optometrist. This includes a series of assessments, set by the College of Optometry, or the University of Manchester, throughout the placement. Trainees must have gained a degree in Optometry at 2:2 or above from an institution recognized by the GOC and have a valid Certificate of Clinical Competency in order to enter a pre-registration placement.

ENTRY REQUIREMENTS

You will normally need five GCSEs (or equivalent) at grade C or above, one of which should be English;

often maths and physics or double science are also required. You will normally be required to have three A Level passes/approximately 320 UCAS tariff points from the following subjects: physics, biology, chemistry or mathematics. Requirements vary between universities, so be sure to check the university's prospectus and/or consult the relevant admission tutors.

Membership of Professional Institutions and Associations

ASSOCIATION OF OPTOMETRISTS

2 Woodbridge Street
London EC1R 0DG
Tel: 020 7549 2000
Fax: 020 7251 8315
E-mail: postbox@aop.org.uk
Website: www.aop.org.uk

The AOP serves its members by promoting and protecting them, providing them with relevant services, representing and supporting them, enhancing their professional and business effectiveness, and expanding the role of optometry in primary and secondary eyecare.

MEMBERSHIP

Student Member
Honorary Member
Dispensing Associate
Full Member

ORTHOPTICS

Membership of Professional Institutions and Associations

BRITISH AND IRISH ORTHOPTIC SOCIETY

62 Wilson Street
London EC2A 2BU
Tel: 01353 66 55 41
E-mail: membership@orthoaptics.org.uk
Website: www.orthoaptics.org.uk

Orthoptists are AHPs, who diagnose and treat problems with visual development and binocular vision (how the eyes work together as a pair), and eye movement disorders. They are experts in childhood vision screening. Extended roles include stroke, glaucoma, reading difficulties, neurological disorders, low vision.

MEMBERSHIP

Student Members
Members

QUALIFICATION/EXAMINATIONS

Degrees in orthoptics are offered by Liverpool University (www.liv.ac.uk) and Sheffield University (www.sheffield.ac.uk)

OSTEOPATHY AND NATUROPATHY

Membership of Professional Institutions and Associations

BRITISH OSTEOPATHIC ASSOCIATION

3 Park Terrace
Manor Road
Luton
Bedfordshire LU1 3HN
Tel: 01582 488455
Fax: 01582 481533
E-mail: boa@osteopathy.org
Website: www.osteopathy.org

The BOA was formed in 1998 as a result of the merger of the British Osteopathic Association, the Osteopathic Association of Great Britain and the Guild of Osteopaths. We provide opportunities for individual and professional development in osteopathic practice and promote the highest standards of osteopathic education and research.

MEMBERSHIP

Student Member
1st/2nd/3rd/4th Year Graduate Member
Full Member
Overseas Member

PATENT AGENCY

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTE OF PATENT ATTORNEYS

95 Chancery Lane
London WC2A 1DT
Tel: 020 7405 9450
Fax: 020 7430 0471
E-mail: mail@cipa.org.uk
Website: www.cipa.org.uk

CIPA is the professional, training and examining body for patent attorneys in the UK. From 2010 the IP Regulation Board, an independent body within the CIPA, sets the standards for regulation of the profession. Trainees, all technical graduates, also study for the qualification to practise before the European Patent Office.

Fellow
British Overseas Member
Foreign Member

QUALIFICATION/EXAMINATIONS

Qualifying examination for registration as a Patent Attorney

MEMBERSHIP

Student Member
Associate

DESIGNATORY LETTERS

RPA, CPA

PENSION MANAGEMENT

Membership of Professional Institutions and Associations

THE PENSIONS MANAGEMENT INSTITUTE

PMI House
4-10 Artillery Lane
London E1 7LS
Tel: 020 7247 1452
Fax: 020 7375 0603
E-mail: via website
Website: www.pensions-pmi.org.uk

The Pensions Management Institute is the professional body that promotes standards of excellence and lifetime learning for pensions professionals and trustees through its qualifications, membership and ongoing support services. For further details please visit our website.

MEMBERSHIP

Student Membership
Certificate Membership
Diploma Membership
Associate Membership
Fellowship
Affiliate Membership
Trustee Group Membership

QUALIFICATION/EXAMINATIONS

Award in Pensions Essentials (APE)

Certificate in Pensions Essentials (CPE)
Certificate in Pension Calculations (CPC)
Certificate in Pensions Administration (CPA)
Diploma in Pensions Administration (DPA)
Retirement Provision Certificate (RPC)
Certificate in Pensions Automatic Enrolment (CPAE)
Diploma in Retirement Provision (DRP)
Diploma in Employee Benefits and Retirement Savings (DEBRS)
Diploma in International Employee Benefits (DipIEB)
Diploma in Regulated Retirement Advice (DRRA)
Advanced Diploma in Retirement Provision (ADRP)
Awards in Pensions Trusteeship (APT)

DESIGNATORY LETTERS

CertPMI, DipPMI, APMI, FPMI

PERSONNEL MANAGEMENT

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF PERSONNEL AND DEVELOPMENT

151 The Broadway
Wimbledon
London SW19 1JQ
Tel: +44(0)20 8612 6208
Fax: +44(0)20 8612 6201
E-mail: membershipenquiry@cipd.co.uk
Website: www.cipd.co.uk

The CIPD is the world's largest Chartered HR and development professional body. With 135,000 members across 120 countries it supports and develops those responsible for the management and development of people within organisations.

MEMBERSHIP

Affiliate Member
Student Member
Associate Member (Assoc CIPD)
Chartered Member (MCIPD)

Chartered Fellow (FCIPD)

Academic Member

For further information see: www.cipd.co.uk/membership

QUALIFICATION/EXAMINATIONS

CIPD qualifications are available at three levels:

Level 3 Foundation

Level 5 Intermediate

Level 7 Advanced

In three different sizes:

Awards

Certificates

Diplomas

For more information and to find out where to study CIPD qualifications visit: www.cipd.co.uk/qualifications

DESIGNATORY LETTERS

Assoc CIPD, Chartered MCIPD, Chartered FCIPD, CCIPD

THE INSTITUTE OF CONTINUING PROFESSIONAL DEVELOPMENT

Royal Institute of Chartered Surveyors

Parliament Square

London SW1P 3AD

Tel: 020 7695 1673

E-mail: info@cpdinstitute.org

Website: www.cpdinstitute.org

The Institute of Continuing Professional Development is part of the Continuing Professional Development Foundation, an educational charitable trust providing high-quality and broad-ranging CPD since 1981. We serve the public interest by helping to raise the effectiveness of professionals through the promotion of CPD as an important and integral element of lifelong learning.

MEMBERSHIP

Member (MInstCPD)

Fellow (FInstCPD)

DESIGNATORY LETTERS

MInstCPD, FInstCPD

UK EMPLOYEE ASSISTANCE PROFESSIONALS ASSOCIATION

PO Box 7966

Wilson

Derby DE1 0XP

E-mail: info@eapa.org.uk

Website: www.eapa.org.uk

The UK Employee Assistance Professionals Association represents the interests of professionals concerned with employee assistance, psychological health and wellbeing in the UK. Members include external and internal EAP providers, purchasers, counsellors, consultants and trainers.

- ◆ Registered External Provider: £1,200 per annum
- ◆ Non Registered Provider: £500 per annum
- ◆ Consultant Associate Member: £300 per annum
- ◆ Associate Member: £150 per annum
- ◆ Individual Member: £50 per annum
- ◆ Student Member: £25 per annum

MEMBERSHIP

- ◆ Registered Internal Provider: £1,200 per annum

PHARMACY

Membership of Professional Institutions and Associations

GENERAL PHARMACEUTICAL COUNCIL

1 Lambeth High Street
 London SE1 7JN
 Tel: 020 7735 9141
 Fax: 020 7735 7629
 E-mail: enquiries@rpsgb.org
 Website: www.pharmacyregulation.org

The RPSGB, which dates from 1841, is the professional body for pharmacists and pharmacy technicians in England, Scotland and Wales. Our primary objectives are to lead, regulate, develop and represent the profession. We promote advancement of the science and practice of pharmacy, and pharmaceutical education and knowledge, and liaise with government and other bodies in the interests of our members.

MEMBERSHIP

Pharmacy Technician
 Pharmacist
 Student

DESIGNATORY LETTERS

MRPharmS, FRPharmS

THE PHARMACEUTICAL SOCIETY OF NORTHERN IRELAND

73 University Street
 Belfast BT7 1HL
 Tel: 028 9032 6927
 Fax: 028 9043 9919
 E-mail: info@psni.org.uk
 Website: www.psni.org.uk

The Pharmaceutical Society of Northern Ireland, founded in 1925, is the regulatory and professional body for pharmacists in Northern Ireland. It maintains a register of more than 2,000 pharmacists and over 500 pharmacy premises, and sets and promotes the standards for pharmacists' admission to and remaining on the register, thereby protecting public safety.

MEMBERSHIP

Trainee
 Member

QUALIFICATION/EXAMINATIONS

Registration Examination

PHOTOGRAPHY

Membership of Professional Institutions and Associations

ASSOCIATION OF PHOTOGRAPHERS (AOP)

21 Downham Road
London N1 5AA
Tel: 020 7739 6669
E-mail: info@aophoto.co.uk
Website: www.the-aop.org

The AOP was founded in 1968 to promote the highest standards throughout the industry and to improve the rights of all professional photographers based in the UK. Our membership currently comprises 1,800 photographers and photographic assistants, and we are supported by photographers' agents, printers, and manufacturers and suppliers of photographic equipment.

MEMBERSHIP

Student Member
Assistant Member
Photographer (full) Member
Agent Member
College Member
Affiliated Company

BRITISH INSTITUTE OF PROFESSIONAL PHOTOGRAPHY

The Coach House
The Firs, High Street
Whitchurch
Aylesbury
Buckinghamshire HP22 4SJ
Tel: 01296 642020
Fax: 01296 641553
E-mail: info@bipp.com
Website: www.bipp.com

The BIPP is the qualifying body for professional photographers in the UK. We provide support, training and qualifications for photographers across all types of photography, and organize a number of regional activities and events. A not-for-profit organization, we ensure that professional standards are met and maintained.

MEMBERSHIP

Open to full- or part-time professional photographers. Join as a Provisional member (maximum of 1 year) and work towards gaining a professional qualification. Friends' & Student membership is also available.

QUALIFICATION/EXAMINATIONS

Three tiers of qualification:
Licentiate (LBIPP)
Associateship (ABIPP)
Fellowship (FBIPP)
BIPP is also aligned with the BA Hons in Photography through the OCA. Full details of the qualifications criteria can be found at www.bipp.com

DESIGNATORY LETTERS

LBIPP, ABIPP, FBIPP

MASTER PHOTOGRAPHERS ASSOCIATION

Jubilee House
1 Chancery Lane
Darlington
Co Durham DL1 5QP
Tel: 01325 356555
Fax: 01325 357813
E-mail: general@mpauk.com
Website: www.mpauk.com

The MPA was founded in 1952 and is now the UK's only organization for FT, qualified professional photographers. We have more than 2,000 members, who enjoy a range of benefits, including education, qualifications, informative regional meetings, business building promotions and marketing support, and abide by the Association's Code of Conduct.

MEMBERSHIP

Licentiate (LMPA)
Associate (AMPA)
Fellow (FMPA)

QUALIFICATION/EXAMINATIONS

The Diploma in Photographic Practice (DipPP) is recognized by SkillSet, as a benchmark competence mapped to the Photo Imaging National Standards: it is available to all qualified members and is an assessment process of professional photographic business and personal skills.

DESIGNATORY LETTERS

LMPA, AMPA, FMPA, DipPP

THE ROYAL PHOTOGRAPHIC SOCIETY

Fenton House
122 Wells Road
Bath
Somerset BA2 3AH
Tel: 01225 325733
E-mail: reception@rps.org
Website: www.rps.org

The RPS was founded in 1853. It is an educational charity with the aim of promoting the art and science of photography. It realises these through touring exhibitions, providing workshops and courses and a distinctions and qualifications programme. It lobbies on behalf of photographers and photography. Membership is open to anyone.

MEMBERSHIP

Student Member
Member
Licentiate (LRPS)
Associate (ARPS)
Fellow (FRPS)

QUALIFICATION/EXAMINATIONS

Qualified Imaging Scientist and Licentiate (QIS LRPS)
Graduate Imaging Scientist and Associate (GIS ARPS)
Accredited Imaging Scientist and Associate (AIS ARPS)
Accredited Senior Imaging Scientist and Fellow (ASIS FRPS)

DESIGNATORY LETTERS

LRPS, ARPS, FRPS

PHYSICS

Membership of Professional Institutions and Associations

INSTITUTE OF PHYSICS AND ENGINEERING IN MEDICINE

Fairmount House
230 Tadcaster Road
York YO24 1ES
Tel: 01904 610821
Fax: 01904 612279
E-mail: office@ipem.org.uk
Website: www.ipem.ac.uk

The IPEM is dedicated to bringing together physical science, engineering and clinical professionals in academia, healthcare services and industry to share knowledge, advance science and technology, and inform and educate the public, with the purpose of improving the understanding, detection and treatment of disease and the management of patients.

Affiliate
Associate
Medical Member (MedMIPEM)
Medical Fellow (MedFIPEM)
Corporate Member (MIPEM)
Fellow (FIPEM)
International

MEMBERSHIP

Student Member

DESIGNATORY LETTERS

MedMIPEM, MedFIPEM, IIPEM, MIPEM, FIPEM

THE INSTITUTE OF PHYSICS

76 Portland Place
London W1B 1NT
Tel: 020 7470 4800
Fax: 020 7470 4848
E-mail: physics@iop.org
Website: www.iop.org

The IOP is a scientific charity devoted to increasing the practice, understanding and application of physics. We have a worldwide membership of over 36,000 and are a leading communicator of physics-related science to all audiences, from specialists through to government and the general public. Our publishing company, IOP Publishing, is a world leader in scientific publishing and the electronic dissemination of physics.

MEMBERSHIP

Student Member
Affiliate
Associate Member (AMInstP)
Member (MInstP)
Fellow (FInstP)
Chartered Physicist (CPhys)
IOPi Member

DESIGNATORY LETTERS

AMInstP, MInstP, FInstP, CPhys

PHYSIOTHERAPY

Membership of Professional Institutions and Associations

THE CHARTERED SOCIETY OF PHYSIOTHERAPY

14 Bedford Row
London WC1R 4ED
Tel: 0207 306 6666
E-mail: via website
Website: www.csp.org.uk

The CSP is the professional, educational and trade union body for the UK's 52,000 chartered physiotherapists, physiotherapy students and assistants. In order to become a member of the CSP it is necessary to have undertaken a qualification recognized by the Health and Care Professions Council (HCPC) – see: www.hcpc-uk.org

MEMBERSHIP

Student Member
Associate
Member (MCSP)
Fellow (FCSP)

DESIGNATORY LETTERS

MCSP, FCSP

PLUMBING

Membership of Professional Institutions and Associations

CHARTERED INSTITUTE OF PLUMBING AND HEATING ENGINEERING

64 Station Lane
Hornchurch
Essex RM12 6NB
Tel: 01708 472791
Fax: 01708 448987
E-mail: info@ciphe.org.uk
Website: www.ciphe.org.uk

The CIPHE, founded in 1906, is the professional body for the UK plumbing and heating industry. Our membership of around 12,000 is made up of individuals from a wide range of backgrounds and includes consultants, specifiers, designers, public health engineers, lecturers, trainers, trainees and practitioners, as well as manufacturers and distributors.

MEMBERSHIP

Trainee
Affiliate
Companion (CompCIPHE)

Associate (ACIPHE)

Member (MCIPHE)

Fellow (FCIPHE)

QUALIFICATION/EXAMINATIONS

Apprentice, Journeyman and Master Plumber Certificate (awarded jointly with the Worshipful Company of Plumbers and the City & Guilds of London Institute)

DESIGNATORY LETTERS

CompCIPHE, ACIPHE, MCIPHE, FCIPHE

PRINTING

Membership of Professional Institutions and Associations

PROSKILLS UK

Unit 24 East Central
127 Olympic Avenue
Milton Park
Abingdon
Oxfordshire OX14 4SA
Tel: 01235 833844
E-mail: info@proskills.co.uk
Website: www.proskills.co.uk

Proskills UK is the bridge between employers and government on skills and training. Employer-led representing key industries including: Building Products, Coatings, Furniture, Furnishings & Interiors, Glass & Related Industries, Health and Safety Paper, Printing and Wood industries, which make up a third of the UK manufacturing sector. We help to raise the

profile of the sector, set the skills standards and qualifications and ensure that the skills and funding system delivers against the current and future needs of the industries.

QUALIFICATION/EXAMINATIONS

Please see the Proskills UK website.

THE INSTITUTE OF PAPER, PRINTING AND PUBLISHING (IP3)

Claremont House
70-72 Alma Road
Windsor
Berks SL4 3EZ
Tel: 0870 330 8625
Fax: 0870 330 8615
E-mail: info@ip3.org.uk
Website: www.ip3.org.uk

IP3 is the professional body representing the interests of individuals within the paper, printing and publishing sector. It was formed in 2005 from the merger of the Institute of Paper, the Institute of Printing and the Institute of Publishing, and brought together more than 2,000 members and a wealth of knowledge.

MEMBERSHIP

Student

Associate (AIP3)
Member (MIP3)
Fellow (FIP3)

QUALIFICATION/EXAMINATIONS

Certificate

DESIGNATORY LETTERS

AIP3, MIP3, FIP3

PROFESSIONAL INVESTIGATION

Membership of Professional Institutions and Associations

THE INSTITUTE OF PROFESSIONAL INVESTIGATORS

Claremont House
70–72 Alma Road
Windsor
Berkshire SL4 3EZ
Tel: 0870 330 8622
Fax: 0870 330 8612
E-mail: admin@ipi.org.uk
Website: www.ipi.org.uk

The IPI was founded in 1976 as a professional body, catering primarily for the work and educational needs of professional investigators of all types and all specializations. We encourage members' CPD and require them to adhere to the Institute's strict code of ethics, and we promote the recognition of professional investigation as a profession by government, legislative bodies and the public.

MEMBERSHIP

Associate
Member (MIPI)
Student

Fellow (FIPI)

QUALIFICATION/EXAMINATIONS

The Institute provides an interactive online Foundation Course for students and others interested in becoming part of the investigative industry; this course also provides a refresher course for those who need to update their specialization and/or interest in other areas of investigative work.

DESIGNATORY LETTERS

MIPI, FIPI

PSYCHOANALYSIS

Membership of Professional Institutions and Associations

THE BRITISH PSYCHOANALYTICAL SOCIETY

Byron House
112a Shirland Road
London W9 2EQ
Tel: 020 7563 5000
Fax: 020 7563 5001
E-mail: admin@iopa.org.uk
Website: www.psychanalysis.org.uk

The British Psychoanalytical Society has c500 members and c50 candidates for membership. Our aims include: to support the development of psychoanalytical knowledge as a general theory of mind, to further the clinical and scientific standards of psychoanalysis, and to train high-quality

psychoanalytical professionals in sufficient numbers to develop the profession.

MEMBERSHIP

Associate Member
Full Member
Fellow

PSYCHOLOGY

Membership of Professional Institutions and Associations

BRITISH PSYCHOLOGICAL SOCIETY

St Andrews House
48 Princess Road East
Leicester LE1 7DR
Tel: 0116 254 9568
Fax: 0116 227 1314
E-mail: enquiries@bps.org.uk
Website: www.bps.org.uk

Psychology is the scientific study of people, the mind and behaviour. The British Psychological Society is the representative body for psychology and psychologists in the UK. We are responsible for the development, promotion and application of psychology for the public good.

MEMBERSHIP

Student Member
Graduate Member (MBPsS)
Associate Fellow (AFBPsS)
Fellow (FBPsS)
Honorary Fellow (HonFBPsS)
Affiliate
Chartered Membership (CPsychol)
Subscriber
e-Subscriber

QUALIFICATION/EXAMINATIONS

Statement of Equivalence in Clinical Psychology (SoE)
Qualification in Educational Psychology (Scotland) (Stage 2)
Qualification in Forensic Psychology (Stage 2) (QFP)
Qualification in Clinical Neuropsychology (QiCN)
Qualification in Counselling Psychology (QCoP)
Qualification in Health Psychology (Stage 2)
Qualification in Occupational Psychology (QOccPsych)
Qualification in Sport & Exercise Psychology (QSEP)

DESIGNATORY LETTERS

MBPsS, AFBPsS, FBPsS, CPsychol, HonMBPsS, HonFBPsS, SoE

PSYCHOTHERAPY

Membership of Professional Institutions and Associations

ASSOCIATION OF CHILD PSYCHOTHERAPISTS

Unit 7, 19-23 Wedmore Street
London N19 4RU
Tel: 020 7281 8479
E-mail: admin@childpsychotherapy.org.uk
Website: www.childpsychotherapy.org.uk

The ACP is the main professional body for psychoanalytic child and adolescent psychotherapists in the UK. Our members work with children and young people as well as their parents, families and wider networks, treating a wide range of difficulties ranging from problems with sleeping and bed-

wetting to eating disorders, self-harm, depression and anxiety.

MEMBERSHIP

Member

BRITISH ASSOCIATION FOR COUNSELLING AND PSYCHOTHERAPY

BACP House
15 St John's Business Park
Lutterworth
Leicestershire LE17 4HB
Tel: 01455 883300
Fax: 01455 550243
E-mail: bacp@bacp.co.uk
Website: www.bacp.co.uk

BACP is the largest and broadest body within the sector and participates in the development of counselling and psychotherapy at an international level. Our work with large and small organizations ranges from advising schools on how to set up a counselling service to assisting the NHS on service provision, working with voluntary agencies and supporting independent practitioners.

MEMBERSHIP

Individual Member
Registered Member (MBACP)
Senior Accredited Member (Snr Accred)
Student Member

Affiliate Member
Associate Member
Member (MBACP)
Accredited Member (MBACP Accred)
Fellow (FBACP)

QUALIFICATION/EXAMINATIONS

We run workshops for members and accredit individual counsellors/psychotherapists, supervisors, counselling services and training courses. For details see our website.

DESIGNATORY LETTERS

MBACP, MBACP (Accred), FBACP, Snr Accred

BRITISH ASSOCIATION FOR THE PERSON CENTRED APPROACH

BAPCA
PO Box 143
Ross-on-Wye
Herefordshire HR9 9AH
Tel: 01989 763863
E-mail: via website
Website: www.bapca.org.uk

The BAPCA was founded in 1989 as a non-religious, non-profit-making organization with the aim of advancing education in Client-Centred Psychotherapy and Counselling and the Person-Centred Approach through its publications and website, and cooperation with other national and international organizations with similar goals.

MEMBERSHIP

Individual Member
Joint Member
International Member
Institutional Member

BRITISH PSYCHOTHERAPY FOUNDATION

37 Mapesbury Road
London NW2 4HJ
Tel: 020 8452 9823
E-mail: mail@bap-psychotherapy.org
Website: www.bap-psychotherapy.org

The BAP is one of the longest established and largest independent providers of Jungian analytic and psychoanalytic psychotherapy for adults and children in the UK. We have been training psychoanalytic and Jungian psychotherapists for nearly 60 years, and our members work in the NHS, the corporate and voluntary sectors and as private practitioners.

MEMBERSHIP

Member

QUALIFICATION/EXAMINATIONS

Certificate/Diploma/MSc in Psychodynamics of Human Development (jointly with Birkbeck College, University of London)
DPsych in Child and Adolescent Psychotherapy (jointly with Birkbeck College, University of London)

CAMBRIDGE COLLEGE OF HYPNOTHERAPY

7 Bold Street
Warrington WA1 1DN
Tel: 01925 659303
E-mail: info@thecch.com
Website: www.hypnotherapytraining.org.uk

The CCH offers training to become a professional hypnotherapist. The course is accredited by the NCH, HA, APHP, NGH and NRAH. No formal qualifications are required to enrol on the course. What is required is a willingness to learn, a sense of humour and a genuine compassion and liking for people from all paths in life. This can be a very rewarding new or second career or a supplement to your current work / lifestyle. In addition to the College Diploma, it is possible to gain the HPD (Hypnotherapy Practitioner Diploma) which is awarded by ncf and also possible

to gain a Diploma awarded by the National Guild of Hypnotists in the USA. The HPD is at NVQ level 4/5 and has transferable credits of 45 for a first year degree with the Open University.

QUALIFICATION/EXAMINATIONS

Intermediate Practitioner Certificate
Diploma in Therapeutic Hypnosis (DipTHP)

DESIGNATORY LETTERS

DipTHP

NATIONAL COLLEGE OF HYPNOSIS AND PSYCHOTHERAPY

PO Box 5779
Loughborough
Leicestershire LE12 5ZF
Tel: 0845 257 8735
E-mail: enquiries@nchp.org.uk
Website: www.hypnotherapyuk.net

The NCHP is a not-for-profit organization founded in 1977 and now offers accredited hypnotherapy training, hypnosis training and psychotherapy training at weekends in Leeds, Leicester, Liverpool, London,

Manchester, Newcastle, Oxford, Glasgow and South Wales. We also provide a programme of 1- and 2-day workshops and seminars, and (where appropriate) distance-learning courses.

QUALIFICATION/EXAMINATIONS

Foundation Course
Certificate in Hypno-Psychotherapy (CHP(NC))

Diploma in Hypno-Psychotherapy (DHP(NC))
Advanced Diploma in Hypno-Psychotherapy
(ADHP(NC))

NATIONAL COUNCIL OF PSYCHOTHERAPISTS

PO Box 541
Keighley BD21 9DS
Tel: 0800 170 1250
E-mail: info@thencp.org
Website: www.ncphq.co.uk

The National Council is a registering and accrediting body for psychotherapists, counsellors and coaches within the UK and also, through the International Council, the rest of the world.

Members can join the Council regardless of which discipline and where they completed their training.

MEMBERSHIP

Accredited Member (MNCP Accred)
Member (MNCP)
Fellow (FNCP)

DESIGNATORY LETTERS

ANCP, LNCP, MNCP, FNCP

THE FOUNDATION FOR PSYCHOTHERAPY AND COUNSELLING

5 Maidstone Buildings Mews
72-76 Borough High Street
London SE1 1GN
Tel: 0207 378 7392
E-mail: membership@thefpc.org.uk
Website: www.thefoundation-uk.org

The Foundation for Psychotherapy and Counselling was formed during the 1970s as the graduate body of WPF Therapy (the largest charitable provider of counselling and psychotherapy in England) and now

has some 700 fully trained and qualified members, most of whom are in private practice.

MEMBERSHIP

Member

THE NATIONAL REGISTER OF HYPNOTHERAPISTS AND PSYCHOTHERAPISTS

1st Floor
18 Carr Road
Nelson
Lancashire BB9 7JS
Tel: 01282 716839
E-mail: admin@nrhp.co.uk
Website: www.nrhp.co.uk

NRHP (est 1985) – a professional association of qualified hypno-psychotherapists who trained with a UKCP-accredited training organisation. Members are required to adhere to a code of ethics and carry

appropriate insurance. We publish a Directory of Practitioners and offer a public referral service via our website and office. Member of the UKCP.

MEMBERSHIP

Student

Associate 1 (NRHP(Assoc 1))

Associate 2 (NRHP(Assoc 2))

Associate 3 (NRHP(Assoc 3))

Full Member (MNRHP)

Fellow (FNRHP)

DESIGNATORY LETTERS

NRHP(Assoc 1), NRHP(Assoc 2), NRHP(Assoc 3),

MNRHP, FNRHP

UK COUNCIL FOR PSYCHOTHERAPY (UKCP)

2nd Floor Edward House

2 Wakley Street

London EC1V 7LT

Tel: 020 7014 9955

Fax: 020 7014 9977

E-mail: info@ukcp.org.uk

Website: www.psychotherapy.org.uk

UKCP is the leading professional body for the education, training, accreditation and regulation of psychotherapists and psychotherapeutic counsellors. Our register is accredited by the government's Professional Standards Authority. As part of our

commitment to protecting the public, we work to improve access to psychotherapy, to support and disseminate research, to improve standards and to respond effectively to complaints against our members.

PURCHASING AND SUPPLY

Membership of Professional Institutions and Associations

THE CHARTERED INSTITUTE OF PURCHASING & SUPPLY

Easton House

Easton on the Hill

Stamford

Lincolnshire PE9 3NZ

Tel: 01780 756777

Fax: 01780 751610

E-mail: press@cips.org

Website: www.cips.org

The Chartered Institute of Purchasing & Supply (CIPS) is the world's largest procurement and supply professional organisation. It is the worldwide centre of excellence on purchasing and supply management issues. CIPS has a global community of 106,000 in 150 different countries, including senior business people, high-ranking civil servants and leading academics. The activities of purchasing and supply chain professionals have a major impact on the profitability and efficiency of all types of organisation and CIPS offers corporate solutions packages to improve business profitability.

MEMBERSHIP

Student Member

Affiliate

Certificate Member

Diploma Member

Associate Member

Full Member (MCIPS)

Fellow (FCIPS)

We hope Chartered Status will be available by end 2014

QUALIFICATION/EXAMINATIONS

Please see website: www.cips.org

DESIGNATORY LETTERS

MCIPS, FCIPS, Chartered Procurement and Supply
Management Professional

QUALITY ASSURANCE

Membership of Professional Institutions and Associations

THE CHARTERED QUALITY INSTITUTE

2nd Floor North
Chancery Exchange
10 Furnival Street
London EC4A 1AB
Tel: 020 7245 6722
Fax: 020 7245 6788
E-mail: membership@thecqi.org
Website: www.thecqi.org

The CQI is the chartered body for quality management professionals. Established in 1919, we gained a Royal Charter in 2006 and became the CQI shortly afterwards. Our vision is to place quality at the heart of every organization; we promote the benefits of quality management to industry, disseminate quality knowledge and resources, provide qualifications and training, and assess quality competence.

MEMBERSHIP

Student
Associate Member (ACQI)
Practitioner (PCQI)
Member, Chartered Quality Professional (MCQI, CQP)
Fellow, Chartered Quality Professional (FCQI, CQP)
Company Member

Corporate Member

QUALIFICATION/EXAMINATIONS

Level 3 Certificate in Quality Management (QCF)
Level 5 Certificate in Systems Management (QCF)
Level 5 Certificate in Assuring Service & Product Quality (QCF)
Level 5 Certificate in Managing Supply Chain Quality (QCF)
Level 5 Certificate in Quality Improvement for Business (QCF)
Level 5 Certificate in Quality Management Systems Audit (QCF)
Level 5 Diploma in Quality Management (QCF)

DESIGNATORY LETTERS

MCQI, CQP; FCQI, CQP

RADIOGRAPHY

Membership of Professional Institutions and Associations

THE SOCIETY OF RADIOGRAPHERS

207 Providence Square
Mill Street
London SE1 2EW
Tel: 020 7740 7200
Fax: 020 7740 7233
E-mail: via website
Website: www.sor.org

The Society of Radiographers, founded in 1920, represents diagnostic and therapeutic radiographers in the UK. Associated professionals working in medical imaging, radiation therapy and oncology are also welcome. It is responsible for their professional, educational, public and workplace interests. Together with the College of Radiographers, our charitable subsidiary, our efforts are directed towards

education, research and other activities in support of the science and practice of radiography.

MEMBERSHIP

We have a range of membership options, including student, associate professional, healthcare support worker and assistant practitioner, retired and international membership options.

RETAIL

Membership of Professional Institutions and Associations

FOOD AND DRINK TRAINING AND EDUCATION COUNCIL LTD (FTC)

Icon Business Centre
4100 Park Approach
Leeds
West Yorkshire LS15 8GB
Tel: 0113 3970 398
E-mail: ftc@foodtraining.org.uk
Website: www.foodtraining.org.uk

Food and drink training and education council (ftc) formerly known as Meat Training Council (MTC). Ftc is a food industry skills-focused charity, dedicated to working collaboratively to build a world class food industry in the UK. We are involved in a range of

practical and impactful charitable work to help support our industry in competing with the greatest nations in the world. We are the parent company of FDQ, a specialist food industry awarding organisation.

INSTITUTE OF MASTERS OF WINE

24 Fitzroy Square
 London W1T 6EP
 Tel: 020 7383 9130
 Fax: 020 7383 9139
 E-mail: peter@mastersofwine.org
 Website: www.mastersofwine.org

The Institute of Masters of Wine is a membership body that represents the interests of its members (Masters of Wine), administers the MW Examination, and runs an education programme in preparation for the examination. We also hold a number of events throughout the year, including seminars and tastings, master classes, discussions and, every 4 years, a symposium, most of which are open to the public.

MEMBERSHIP

Master of Wine (MW)

QUALIFICATION/EXAMINATIONS

Master of Wine Examination

DESIGNATORY LETTERS

MW

THE BRITISH ANTIQUE DEALERS' ASSOCIATION

20 Rutland Gate
 London SW7 1BD
 Tel: 020 7589 4128
 Fax: 020 7581 9083
 E-mail: info@bada.org
 Website: www.bada.org

BADA, which was founded in 1918, is the trade association for antique dealers in Britain. Our vetted members are elected for their high business standards and expertise, and adhere to a strict code of practice; we provide safeguards for members of the

public who deal with our members, including independent arbitration if a dispute arises.

MEMBERSHIP

Member

THE GUILD OF ARCHITECTURAL IRONMONGERS

BPF House
 6 Bath Place
 Rivington Street
 London EC2A 3JE
 Tel: 0207 033 2480
 Fax: 0207 033 2486
 E-mail: info@gai.org.uk
 Website: www.gai.org.uk

The GAI represents the interests of architectural ironmongers and manufacturers of architectural ironmongery. We develop, promote and protect standards of integrity and excellence, and encourage academic study relating to the industry, operating an Institute for individual members to facilitate their

continuous professional development. We liaise with various bodies on matters affecting the industry.

MEMBERSHIP

Affiliate Member

Associate Member

Full Member

Registered Architectural Ironmonger (Reg AI)

QUALIFICATION/EXAMINATIONS

The GAI provides a 3-year incremental training programme. Students are examined each year and must pass each year in turn before progressing to the next. A Certificate is awarded to successful students

each year, culminating in the GAI Diploma (Dip GAI) on successful completion of year 3.

DESIGNATORY LETTERS

Reg AI

THE INSTITUTE OF BUILDERS MERCHANTS

1180 Elliot Court
Coventry Business Park
Herald Avenue
Coventry CV5 6UB
Tel: 01767 650662
E-mail: admin@iobm.co.uk
Website: www.iobm.co.uk

To improve through seminars and website articles, the technical and general knowledge of persons engaged in builders' merchants; to verify management training courses with providers; to acknowledge personal achievements and award diplomas, certificates and other distinctions; to encourage the need for knowledge, integrity and efficiency in the builders' merchants industry.

MEMBERSHIP

Student
Associate
Member
Fellow
Corporate Supporter

QUALIFICATION/EXAMINATIONS

University Degree
The Institute of Builders Merchants Business Studies Course
The Builders Merchants Federation Diploma in Merchancing
Higher National Certificate (HNC) in Business Studies
Higher National Diploma (HND) in Business Studies NVQ Level 4
Company management programmes as approved by the Board of Governors

THE SOCIETY OF SHOE FITTERS

c/o The Anchorage
28 Admirals Walk
Hingham
Norfolk NR9 4JL
Tel: 01953 851171
Fax: 01953 851190
E-mail: secretary@shoefitters-uk.org
Website: www.shoefitters-uk.org

The Society of Shoe Fitters is a not-for-profit organization started in 1959. We assist both trade and public and disseminate shoe fitting/footwear knowledge to the footwear industry via courses and examination. We also assist the public and health bodies free of charge with shoe fitting advice via our website, leaflets and helpline.

MEMBERSHIP

Student Member
Associate Member
Member (MSSF)
Fellow (FSSF)
Associate Member (corporate membership)

QUALIFICATION/EXAMINATIONS

One-day on-site courses – certificate only
Five- or ten-month course leading to membership qualification

Entrance Examination and Entrance Application for experienced shoe fitters leading to qualification

DESIGNATORY LETTERS

MSSF, FSSF

SECURITY

Membership of Professional Institutions and Associations

THE SECURITY INSTITUTE

1 The Courtyard
Caldecote
Warwickshire CV10 0AS
E-mail: info@security-institute.org
Website: www.security-institute.org

The Security Institute promotes professionalism in the security world and encourages a proper understanding of the value of the security function by management. The Institute manages the Register of Chartered Security Professionals – the ultimate standard for practitioners. Institute membership is recognized as an employment prerequisite by many companies and government departments.

MEMBERSHIP

Affiliate/Student

Graduate
Associate (ASyI)
Member (MSyI)
Fellow (FSyI)
Chartered Security Professional (CSyP)

QUALIFICATION/EXAMINATIONS

Certificate in Security Management
Diploma in Security Management

DESIGNATORY LETTERS

ASyI, MSyI, FSyI, CSyP

SOCIAL WORK AND PROBATION

SOCIAL WORK

The role of the Health and Care Professions Council (HCPC) is to protect the health and wellbeing of those using or needing the services of registrants. It does this by developing and monitoring strategy and policy for the HCPC, and ensuring that the organization fulfils its functions under the Health and Social Work Professions Order 2001. The Council consists of 20 members appointed by the Appointments Commission on behalf of the Privy Council. Four statutory committees have been set up to establish and monitor standards of education and training and to deal with fitness to practise issues. In addition, the Council has established four non-statutory committees to provide it with advice and guidance on specific issues.

The HCPC accredits universities that offer social work qualifications at both qualifying and post-

qualifying levels, and quality-assures all social work courses.

EDUCATION AND TRAINING

Professional qualifying training for social workers in the United Kingdom is a degree in social work, which can be obtained either on a full-time or part-time basis. To find HCPC-approved degree courses visit www.hcpc-uk.org/education/programmes/register

It is also possible to take a degree course combining social work with mental health or learning disability nursing.

REGISTRATION

Social workers must be registered with the Health and Care Professions Council in order to practise in the UK.

For further details, contact The Health and Care Professions Council, Park House, 184 Kennington

Park Road, London SE11 4BU; Tel: 0845 300 6184; Fax: 020 7820 9684; e-mail: registrations@hcpc-uk.org; website: www.hcpc-uk.org

For information about social work training in Scotland, contact Scottish Social Services Council, Compass House, 11 Riverside Drive, Dundee DD1 4NY; Tel: 0845 6030 891; e-mail: registration@sssc.uk.com; website: www.sssc.uk.com

For information about social work training in Wales, contact Care Council for Wales, South Gate

House, Wood Street, Cardiff CF10 1EW; Tel: 0300 3033 444; e-mail: info@ccwales.org.uk; website: www.ccwales.org.uk

For information about social work training in Northern Ireland, contact Northern Ireland Social Care Council, 7th Floor, Millennium House, 19 Great Victoria Street, Belfast BT2 7AQ; Tel: 028 9536 2600; e-mail: info@niscc.hscni.net; website: www.niscc.info

Membership of Professional Institutions and Associations

THE BRITISH ASSOCIATION OF SOCIAL WORKERS

16 Kent Street
Birmingham B5 6RD
Tel: 0121 6223911
Fax: 0121 6224860
E-mail: membership@basw.co.uk
Website: www.basw.co.uk

The BASW is the largest professional association representing social work and social workers in the UK. Whether you are qualified or not, experienced or just entering the profession, we are here to help, support, advise and campaign on your behalf.

MEMBERSHIP
Student Member
Affiliate
Member (4 categories)
Retired Member
Overseas Member

SOCIOLOGY

Membership of Professional Institutions and Associations

BRITISH SOCIOLOGICAL ASSOCIATION

Bailey Suite, Palatine House
Belmont Business Park
Belmont
Durham DH1 1TW
Tel: 0191 383 0839
Fax: 0191 383 0782
E-mail: enquiries@britsoc.org.uk
Website: www.britsoc.co.uk

The BSA was founded in 1951 to promote sociology in the UK. Our members include researchers, teachers, students and practitioners in a variety of

fields. We provide a network of communication to all who are concerned with the promotion and use of sociology and sociological research.

SPEECH AND LANGUAGE THERAPY

Membership of Professional Institutions and Associations

ROYAL COLLEGE OF SPEECH AND LANGUAGE THERAPISTS

2 White Hart Yard
London SE1 1NX
Tel: 020 7378 1200
E-mail: info@rcslt.org
Website: www.rcslt.org

The RCSLT is the professional body for speech and language therapists and support workers. We set, promote and maintain high standards in education, clinical practice and ethical conduct. Our national campaigning work aims to improve services for people with speech, language, communication and swallowing needs and to influence health, education and social care policies.

MEMBERSHIP

Student Member
Newly Qualified Member
Full Member
Fellow (FRCSLT)
Honorary Fellow (Hon FRCSLT)

DESIGNATORY LETTERS

FRCSLT, Hon FRCSLT

SPORTS SCIENCE

Membership of Professional Institutions and Associations

LONDON SCHOOL OF SPORTS MASSAGE

28 Station Parade
Willesden Green
London NW2 4NX
Tel: 020 8452 8855
Fax: 020 8452 4524
E-mail: via website
Website: www.lssm.com

The LSSM, founded in 1989, was the first to provide specialist training in Sport & Remedial Massage. We offer vocational training for those who want to develop a professional career in massage therapy and were instrumental in setting up the Institute of Sport & Remedial Massage (ISRM), which is the professional body promoting our needs and aspirations as clinical therapists.

MEMBERSHIP

Member

QUALIFICATION/EXAMINATIONS

Introductory Massage Workshop
Professional Diploma in Clinical Sport & Remedial Massage Therapy (BTEC Level 5)

STATISTICS

Membership of Professional Institutions and Associations

THE ROYAL STATISTICAL SOCIETY

12 Errol Street
London EC1Y 8LX
Tel: 020 7638 8998
E-mail: rss@rss.org.uk
Website: www.rss.org.uk

The RSS is the learned society and professional body for statistics and statisticians in the UK. We have over 7,000 members worldwide, and are active in a wide range of areas both directly and indirectly relating to the study and application of statistics.

MEMBERSHIP

Student Member
Fellow

Affiliate
Graduate Statistician (GradStat)
Chartered Statistician (CStat)

QUALIFICATION/EXAMINATIONS

Ordinary Certificate in Statistics
Higher Certificate in Statistics
Graduate Diploma in Statistics

DESIGNATORY LETTERS

GradStat, CStat

STOCKBROKING AND SECURITIES

Membership of Professional Institutions and Associations

CFA SOCIETY OF THE UK

2nd Floor
135 Canon Street
London EC4N 5BP
Tel: 020 7280 9620
Fax: 020 7280 9636
E-mail: info@cfauk.org
Website: www.cfauk.org

The CFA Society of the UK was formerly the UK Society of Investment Professionals (UKSIP) and was renamed in 2007. Our aim is to promote the development of the investment profession in the UK through the promotion of the highest standards of ethical behaviour and the provision of education, professional development, information, career support and advocacy to our members.

MEMBERSHIP

IMC Member
Candidate Member
Affiliate Member
Regular Member

QUALIFICATION/EXAMINATIONS

Investment Management Certificate (IMC)

THE CHARTERED INSTITUTE FOR SECURITIES & INVESTMENT

8 Eastcheap
London EC3M 1AE
Tel: 020 7645 0600
E-mail: customersupport@cisi.org
Website: www.cisi.org.uk

The Chartered Institute for Securities & Investment is the largest professional body for practitioners in stockbroking, derivatives markets, investment management, corporate finance, operations and related activities, having over 44,000 members.

MEMBERSHIP

Student Member
Affiliate
Associate (ACSI)
Member (MCSI)
Chartered Member (Ch. MCSI)
Fellow (FCSI)
Chartered Fellow (Ch. FCSI)

QUALIFICATION/EXAMINATIONS

Introduction to Investment
Islamic Finance Qualification
IT in Investment Operations
Risk in Financial Services
Combating Financial Crime
Global Financial Compliance
Investment Operations Certificate (IOC) also known as Investment Administration Qualification (IAQ)
Certificate in Corporate Finance

Certificate in Investments
Certificate in Private Client Investment Advice & Management
International Certificate in Wealth Management
Investment Advice Diploma
Advanced Certificate in Global Securities Operations
Advanced Certificate in Operational Risk
Diploma in Investment Compliance
Diploma in Investment Operations
CISI Diploma
CISI Masters in Wealth Management
Fundamentals of Financial Services
International Introduction to Investment
Diploma in Finance, Risk & Investment
Certificate in Finance Risk & Decision Making
Certificate for Introduction to Securities & Investment
Level 3 Certificate in Investment Management
Level 3 International Certificate in Investment Management
Level 4 Certificate in Investment Management

DESIGNATORY LETTERS

ACSI, MCSI, Ch. MCSI, FCSI, Ch.FCSI

SURGICAL, DENTAL AND CARDIOLOGICAL TECHNICIANS

Membership of Professional Institutions and Associations

THE BRITISH INSTITUTE OF DENTAL AND SURGICAL TECHNOLOGISTS

4 Thompson Green
Shipley
West Yorkshire BD17 7PR
Tel: 0115 9683 182
E-mail: [via website](http://www.bidst.org)
Website: www.bidst.org

The BIDST has been established for over 70 years and exists to provide a vehicle for the continuing education of technicians within the spheres of dental and surgical technology. It is our aim to make membership of the Institute an aspiration for all

technicians, raising standards and portraying an image of professionalism which professional technicians deserve.

MEMBERSHIP

Affiliate (Overseas)
Affiliate (DCP)
Affiliate (Student)
Associate
Member

Fellow
Corporate Member

DESIGNATORY LETTERS

LBIDST, FBIDST

SURVEYING

Membership of Professional Institutions and Associations

CHARTERED ASSOCIATION OF BUILDING ENGINEERS

Lutyens House
Billing Brook Road
Weston Favell
Northampton
Northamptonshire NN3 8NW
Tel: 44 (0)1604 404 121
E-mail: info@cbuilde.com
Website: www.cbuilde.com

The ABE is the professional body for those specializing in the technology of building and the management processes by which buildings are designed, constructed, renewed and maintained. Our objectives are to promote and advance the planning, design, construction, maintenance and repair of the built environment; to maintain a high standard of professional practice; and to encourage cooperation between professionals.

MEMBERSHIP

Student
Technician
Training Affiliate
Academic Affiliate
Associate Member (ABEng)
Graduate Member (GradBEng)
Corporate Member (MBEng)
Corporate Fellow (FBEng)
Honorary Fellow (HonFBEng)

QUALIFICATION/EXAMINATIONS

ABBE Level 3 NVQ Diploma in Town Planning
Technical Support (QCF)
ABBE Level 3 NVQ Diploma in Conservation
Technical Support (QCF)

ABBE Level 3 NVQ Diploma in Building Control
Technical Support (QCF)
ABBE Level 6 NVQ Diploma in Building Control
(QCF)
ABBE Level 6 NVQ Diploma in Town Planning
(QCF)
Edexcel Level 3 NVQ Diploma in Construction Site
Supervision (Construction) (QCF)
Edexcel Level 3 NVQ Diploma in Construction
Contracting Operations (QCF)
Edexcel Level 6 NVQ Diploma in Construction
Contracting Operations (QCF)
Edexcel Level 6 NVQ Diploma in Construction Site
Management (Construction) (QCF)
Edexcel Level 6 NVQ Diploma in Senior Site
Inspection (QCF)
Edexcel Level 6 NVQ Diploma in Built Environment
Design Management (QCF)
Edexcel Level 7 NVQ Diploma in Built Environment
Design and Consultancy Practice (QCF)
Edexcel Level 7 NVQ Diploma in Construction
Senior Management (QCF)

DESIGNATORY LETTERS

ABEng, GradBEng, MBEng, FBEng

SWIMMING INSTRUCTION

Membership of Professional Institutions and Associations

THE SWIMMING TEACHERS' ASSOCIATION

Anchor House
Birch Street
Walsall
West Midlands WS2 8HZ
Tel: 01922 645097
Fax: 01922 720628
E-mail: sta@sta.co.uk
Website: www.sta.co.uk

The STA is dedicated to the preservation of human life by the teaching of swimming, lifesaving and survival techniques to as many people as possible, both in the UK and internationally. We offer a range of specialist training programmes and qualifications, which are used in more than 25 countries worldwide, and liaise with other organizations concerned with swimming teaching and water safety.

MEMBERSHIP

Junior Member
Associate Member (ASTA)
Qualified Member (MSTA)
Corporate Member

QUALIFICATION/EXAMINATIONS

STA Level 2 Award in Swimming Teaching (QCF)
STA Level 2 Certificate in Swimming Teaching (QCF)
STA Level 1 Award for Pool to Open Water Swimming Coaching (QCF)
STA Level 2 Award for Open Water Swimming Coaching (QCF)
STA Level 2 Award in Aquatic Teaching – People with Disabilities (QCF)
STA Level 2 Award in Aquatic Teaching – Baby & Pre-School (QCF)
STA Level 1 Award in Pool Emergency Procedures (QCF)
STA Level 2 Award for Pool Responder (QCF)
STA Level 2 Award for Pool Lifeguard (QCF)

STA Level 2 Award in Emergency First Aid at Work (QCF)
STA Level 2 Award in Paediatric First Aid (QCF)
STA Level 2 Award in Activity First Aid (QCF)
STA Level 2 Award in Swimming Pool Water Testing (QCF)
STA Level 2 Award in Swimming Pool Water Treatment (QCF)
STA Level 3 Award in Pool Plant Operations (QCF)
STA Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (QCF)
STA Level 4 Award in Preparing to Teach in the Lifelong Learning Sector (QCF)
STA Professional Award in Teaching Swimming at SCQF Level 6
STA Professional Certificate in Teaching Swimming
STA Professional Award in Aquatic Teaching – Baby and Pre-School at SCQF Level 6
STA Professional Award in Pool Emergency Procedures at SCQF Level 6
STA Professional Award for Pool Responder at SCQF Level 7
STA Professional Award for Pool Lifeguard at SCQF Level 7
STA Award in Emergency First Aid at Work at SCQF Level 5
STA Award in First Aid at Work at SCQF Level 6

DESIGNATORY LETTERS

ASTA, MSTA

TAXATION

Membership of Professional Institutions and Associations

SOCIETY OF TRUST & ESTATE PRACTITIONERS

Artillery House (South)
11–19 Artillery Row
London SW1P 1RT
Tel: +44 (0)20 7340 0500
Fax: +44 (0)20 7340 0501
E-mail: step@step.org
Website: www.step.org

The Society of Trust and Estate Practitioners (STEP) is the worldwide professional association for practitioners dealing with family inheritance and succession planning. The Society helps to improve public understanding of the issues families face in this area and promotes education and high professional standards among its members.

MEMBERSHIP

Full members of STEP are the most experienced and senior practitioners in the field of trusts and estates.

QUALIFICATION/EXAMINATIONS

STEP Diplomas and Certificates are recognised as essential qualifications and TEPs are sought after by

employers. A portfolio of courses has been designed to enhance your career, including the STEP Diploma for England & Wales (Trusts and Estates), STEP Diploma for Ireland, STEP Diploma for Scotland, STEP Diploma in International Trust Management and the STEP Diploma for Accountants & Tax Practitioners. The Certificate series includes the STEP Advanced Certificate in Family Business Advising, the STEP Certificate for Financial Services (Trusts and Estate Planning) and many more.

DESIGNATORY LETTERS

STEP

THE ASSOCIATION OF TAXATION TECHNICIANS

1st Floor
Artillery House
11–19 Artillery Row
London SW1P 1RT
Tel: 020 7340 0551
E-mail: info@att.org.uk
Website: www.att.org.uk

The ATT was founded in 1989 in recognition of the increasing demand for tax services and the development of tax practice as a professional activity in its own right. Our primary aim is to provide an appropriate qualification for individuals who undertake such work, and we now have more than 10,500 members, affiliates and registered students.

MEMBERSHIP

Member

QUALIFICATION/EXAMINATIONS

Certificate of Competency

DESIGNATORY LETTERS

ATT

THE CHARTERED INSTITUTE OF TAXATION

First Floor
11–19 Artillery Row
London SW1P 1RT
Tel: 020 7340 0550
E-mail: via website
Website: www.tax.org.uk

The CIOT, which dates from 1930, is the professional body for Chartered Tax Advisers and has 14,300 members. Our aims are to promote education in and the study of the administration and practice of taxation, and to achieve a better, more efficient, tax system for all affected by it – taxpayers, advisers and the authorities.

MEMBERSHIP
Member (CTA)

QUALIFICATION/EXAMINATIONS

Chartered Tax Adviser (CTA) examination
Advanced Diploma in International Taxation (ADIT)
VAT Compliance Diploma (VCD) (offered by the Institute of Indirect Taxation)

DESIGNATORY LETTERS

CTA, ATII, FTII

TAXI DRIVERS

Membership of Professional Institutions and Associations

TAXI DRIVERS (LONDON)

Cab drivers and cab proprietors in the Metropolitan Police District and City of London are licensed by an Assistant Commissioner of the Metropolitan Police, through the Public Carriage Office at 15 Penton

Street, Islington N1 9PU. A cab driver's licence is valid for 3 years and a cab proprietor's licence for 1 year.

TEACHING/EDUCATION

Initial qualifications in the UK

Qualified Teacher Status

To obtain a teaching appointment as a qualified teacher in maintained schools in England and Wales, it is necessary to have Qualified Teacher Status (QTS). To be qualified, teachers must have satisfactorily completed an approved course of initial teacher training (ITT), and to be able to teach in maintained schools in England must have successfully completed their induction period (there are similar arrangements for teaching in Scotland, Wales and Northern Ireland).

Teacher training courses

Initial teacher training courses in England and Wales are provided by accredited training providers mainly through university departments of education. Courses available include Bachelor of Arts or Bachelor of Science with QTS, Bachelor of Education

(BEd) for undergraduates, and Postgraduate Certificates of Education (PGCEs) for graduates.

Undergraduate training courses generally take three or four years full time, or four to six years part time. However, if you have undergraduate credits from previous study you may be able to complete a course in two years. A PGCE generally lasts one year full time, or up to two years part time.

There are also some employment-based routes into teaching. The School Direct Programme allows schools to recruit trainees with the expectation that they will go on to work in the school or group of schools in which they have been trained, though there is no guarantee of employment. There are more than 100 schools offering places. Courses generally last for one year full time.

School Direct offers two separate training options: the School Direct Training Programme and the

School Direct Training Programme (salaried). The School Direct Training Programme (salaried) is open to graduates with three or more years' career experience. Trainees will be employed as unqualified teachers with a salary subsidized by The National College for Teaching and Leadership. Trainees on a School Direct course will have to pay tuition fees to cover the cost of the course, but home and EU trainees will be eligible for a tuition fee loan to cover these costs. For more information, see The National College for Teaching and Leadership, School Direct (www.education.gov.uk).

School-centred initial teacher training (SCITT) is training in a school environment for those with a UK degree or an equivalent qualification. SCITT programmes are designed and delivered by groups of neighbouring schools and colleges; they are usually full time for one year. Taught by experienced, practising teachers, and often tailored towards local teaching needs, all SCITT courses lead to QTS. Many, though not all, will also award you a PGCE validated by a higher education institution. There are consortia of schools and colleges running SCITT courses all over England. These groups provide all kinds of SCITT, covering primary, middle years and the full range of secondary subjects. Application for SCITT courses is usually through the Graduate Teacher Training Registry (www.gttr.ac.uk), although some SCITT providers require direct applications.

Teach First offers a two-year Leadership Development Programme for those interested in an employment-based route into teaching. Teach First enables graduates to spend two years working in secondary and primary schools in low-income communities while earning a full-time salary. It offers the programme in ten regions: East Midlands, Kent and Medway, Greater London, North East, North West, South Coast, South West, West Midlands, Wales (South) and Yorkshire and the Humber. A PGCE is awarded on completion of the course.

The qualification of Professional Graduate Diploma in Education (PGDE) is a one-year post-graduate degree course leading to registration as a primary or secondary school teacher in Scotland (see www.teachinginscotland.com). Alternatively it is possible to undertake a four-year undergraduate degree course in education. In Scotland there are eight universities that offer teacher training courses: University of Aberdeen, University of Dundee, University of Edinburgh, University of Stirling, University of Glasgow, University of Strathclyde, University of the West of Scotland and the Open

University in Scotland. For more information on how to apply for a teaching course in Scotland contact Graduate Teacher Training Registry (GTTR), Tel: 0871 468 0469, www.gttr.ac.uk; and Universities and Colleges Admissions System (UCAS), Tel: 0871 468 0468, www.ucas.com

GTCW is responsible for the notification of award of QTS in Wales, on behalf of the Welsh Government. The main ways to gain QTS in Wales are completion of a course of teacher training at an accredited institution in Wales (see www.teachertrainingcymru.org/home) or completion of employment-based training under the Graduate Teacher Programme (GTP). GTP programmes in Wales are managed and delivered by three regional centres of teacher training and education on behalf of the Welsh Government. Their contact details can be found at www.teacher-trainingcymru.org/node/4

The Postgraduate Certificate of Education course, approved by the Department of Education Northern Ireland, or a four-year BEd (Hons) course, leads to recognition as a schoolteacher in Northern Ireland (see www.deni.gov.uk).

Qualifications for admission to training

Higher education institutions offering undergraduate ITT courses will set admissions criteria, typically two good A levels (or equivalent qualifications). Entrants to PGCE and other graduate training courses will require a relevant UK Bachelor's degree or a recognized equivalent and be expected to demonstrate a standard equivalent to GCSE grade C in English and mathematics, and additionally a standard equivalent to GCSE grade C in a science subject for those wishing to train to teach primary school children. Trainees who have undertaken their initial teacher training in England must pass professional skills tests in numeracy and literacy before starting the course. These tests cover core skills that teachers need in their jobs and QTS cannot be awarded until they are passed. If you are undertaking initial teacher training in Wales, you are not required to complete the skills tests in order to be awarded QTS.

The National College for Teaching and Leadership

The National College for Teaching and Leadership is the executive agency of the Department for Education (DfE). It is the body responsible for ITT in England and the award of QTS. It has two key aims: improving the quality of the education workforce; and helping schools to help each other to improve. There is no requirement to register with The National College for Teaching and Leadership and no

registration fee. For information about the College, visit www.education.gov.uk
Visit www.education.gov.uk/teachregister or call 0800 389 2500 for queries relating to becoming a teacher, initial teacher training, recruitment opportunities or provision of relevant training.

General Teaching Councils

General Teaching Councils exist in Wales (GTCW), Scotland (GTCS) and Northern Ireland (GTCNI). These councils hold registers of qualified teachers and also act as disciplinary bodies. You can find out more from their respective websites: GTCW: www.gtcw.org.uk; GTCS: www.gtcs.org.uk; GTCNI: www.gtcni.org.uk

Applications

Applications for undergraduate courses are made through UCAS and postgraduate applications through the Graduate Teacher Training Registry (GTTR). You cannot apply for courses in Northern Ireland through GTTR, but must visit the Department for Education in Northern Ireland's website for information about these courses (www.deni.gov.uk). You can find out more about training to teach from the following websites: GTTR: www.gttr.ac.uk; UCAS: www.ucas.ac.uk; The National College for Teaching and Leadership: www.education.gov.uk/get-into-teaching

TECHNICAL COMMUNICATIONS

Membership of Professional Institutions and Associations

THE INSTITUTE OF SCIENTIFIC AND TECHNICAL COMMUNICATORS (ISTC LTD)

Airport House
Purley Way
Croydon CR0 0XZ
Tel: 020 8253 4506
Fax: 020 8253 4510
E-mail: istc@istc.org.uk
Website: www.istc.org.uk

The ISTC is a non-profit-making organization and the largest UK body representing professional communicators and information designers. Our aims include improving standards of scientific and technical communication, promoting scientific and technical communication as a career, supporting our members, and consulting, cooperating and collaborating with other bodies that share our ideals.

MEMBERSHIP

Student
Associate
Junior
Member (MISTC)
Fellow (FISTC)
Business Affiliate

DESIGNATORY LETTERS

MISTC, FISTC

TEXTILES

Membership of Professional Institutions and Associations

THE TEXTILE INSTITUTE

1st Floor St James' Buildings
79 Oxford Street
Manchester M1 6FQ
Tel: 0161 2371188
Fax: 0161 2361991
E-mail: tihq@textileinst.org.uk
Website: www.textileinstitute.org

The Textile Institute covers all disciplines – from technology and production to design, development and marketing – relating to fibres, fabrics, clothing, footwear, and interior and technical textiles.

MEMBERSHIP

Student
Individual
Licentiate (LTI)

Associate (CText ATI)
Fellow (CText FTI)
Companion
Honorary Fellow
Corporate

DESIGNATORY LETTERS

LTI, CText ATI, CText FTI

TIMBER TECHNOLOGY

Membership of Professional Institutions and Associations

WOOD TECHNOLOGY SOCIETY

The Boilerhouse
Springfield Business Park
Caunt Road
Grantham
Lincs NG31 7FZ
Tel: 01476 513880
Fax: 01476 513899
E-mail: emily.drury@iom3.org
Website: www.iom3.org/content/wood-technology

The Wood Technology Society (IWSc – a Division of the Institute of Materials, Minerals and Mining), formerly the Institute of Wood Science, is the professional body for the timber and allied industries. We promote and encourage a better understanding of timber, wood-based materials and associated timber processes, and are the UK examining body, awarding qualifications at Foundation, Certificate and Diploma level.

MEMBERSHIP

Student Member
Affiliate Member

Technician (EngTech)
Fellow (FIMMM)
Professional Member (MIMMM)
Graduate (Grad IMMM)
Corporate Member

QUALIFICATION/EXAMINATIONS

Level 2 Award in Timber and Panel Products (QCF)
Certificate
Diploma

DESIGNATORY LETTERS

TIWSc, LIWSc, MIWSc, FIWSc

TOWN AND COUNTRY PLANNING

Membership of Professional Institutions and Associations

ROYAL TOWN PLANNING INSTITUTE

41 Botolph Lane
 London EC3R 8DL
 Tel: 020 7929 9494
 E-mail: membership@rtpi.org.uk
 Website: www.rtpi.org.uk

The RTPI is the largest professional institute for planners in Europe, with over 22,000 members. As well as promoting spatial planning, we develop and shape policy affecting the built environment, work to raise professional standards and support members through continuous education, training and development.

MEMBERSHIP

Student Member
 Licentiate Member
 Associate Member

Legal Associate Member (LARTPI)
 Technical Member (TechRTPI)
 Retired Member
 Chartered Member (MRTPI)

QUALIFICATION/EXAMINATIONS

Please see www.rtpi.org.uk/item/178/23/5/3 for a list of accredited training providers

DESIGNATORY LETTERS

LARTPI, TechRTPI, HonMRTPI, MRTPI, FRTPi

TRADING STANDARDS

Membership of Professional Institutions and Associations

THE TRADING STANDARDS INSTITUTE

1 Sylvan Court
 Sylvan Way
 Southfields Business Park
 Basildon
 Essex SS15 6TH
 Tel: 01268 582200
 Fax: 01268 582225
 E-mail: institute@tsi.org.uk
 Website: www.tradingstandards.gov.uk

The TSI, formed in 1881, is a not-for-profit membership association representing trading standards professionals in both the public and private sectors in the UK and overseas. TSI encourages honest enterprise and business, and helps safeguard the economic, environmental, health and social well-being of consumers.

MEMBERSHIP

Student Member
 Affiliate Member

Associate Member (ATSI)
 Full Member (MTSI)
 Fellow (FTSI)
 Corporate Affiliate
 International

QUALIFICATION/EXAMINATIONS

The Trading Standards Qualification Framework consists of:
 Certificate of Competence

Core Skills in Consumer Affairs and Trading Standards
Module Certificate in Consumer Affairs and Trading Standards
Diploma in Consumer Affairs and Trading Standards

Higher Diploma in Consumer Affairs and Trading Standards
DESIGNATORY LETTERS
ATSI, MTSI, FTSI

TRANSPORT

Membership of Professional Institutions and Associations

INSTITUTE OF TRANSPORT ADMINISTRATION

The Old Studio
25 Greenfield Road
Westoning
Bedfordshire MK45 5JD
Tel: 01525 634940
Fax: 01525 750016
E-mail: director@iota.org.uk
Website: www.iota.org.uk

The primary aim of IoTA is to broaden and improve the knowledge, skills and experience of its members in the practice of efficient road, rail, air and sea transport. We are one of the few professional bodies still recognized within the terms of the Road Traffic 1968 (Statutory Instrument 78), wherein it is permitted to proffer qualified opinion as to the professional competence of its members. Established in 1944, the Institute continues to set new benchmark standards for the industry; promoting a policy of Experience Teaches.

MEMBERSHIP
Student (StInstTA)
Associate (AInstTA)
Honorary Member
Associate Member (AMInstTA)
Member (MInstTA)
Fellow (FInstTA)
Patron Scheme for Companies

DESIGNATORY LETTERS
StInstTA, AInstTA, AMInstTA, MInstTA, FInstTA

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

Column House
London Road
Shrewsbury
Shropshire SY2 6NN
Tel: 08456 212066
Fax: 08456 212077
E-mail: gensec@itai.org
Website: www.itai.org

The Institute provides a means of communication, education, representation and regulation in the field of Traffic Accident Investigation. Our main aim is to provide a forum for spreading knowledge and enhancing expertise among those engaged in the discipline. Members include police officers, lecturers in higher education and private practitioners.

MEMBERSHIP
Affiliate
Associate (AITAI)
Member (MITAI)

DESIGNATORY LETTERS
AITAI, MITAI

TRAVEL AND TOURISM

Membership of Professional Institutions and Associations

CONFEDERATION OF TOURISM AND HOSPITALITY

37 Duke Street
London W1U 1LN
Tel: 020 7258 9850
Fax: 020 7258 9869
E-mail: info@cthawards.com
Website: www.cthawards.com

The Confederation of Tourism and Hospitality is an awarding body approved by Ofqual, and registered on the QCA's National Qualifications Framework. We were established in 1982 to provide recognized standards of management and vocational training appropriate to the needs of the hotel and travel industries, via our syllabuses, examinations and awards.

MEMBERSHIP

Student Member
Professional Member (MCTH)
Honorary Fellow (FCTH)

QUALIFICATION/EXAMINATIONS

Level 2 Diploma in English Communication Skills (QCF)

Level 3 Diploma in Communication and Research Skills (QCF)

Level 3 Diploma in Tourism and Hospitality (QCF)

Level 4 Diploma in Hospitality Management (QCF)

Level 4 Diploma in Tourism Management (QCF)

Level 5 Diploma in Hospitality Management (QCF)

Level 5 Diploma in Tourism Management (QCF)

Level 6 Diploma in Hospitality and Tourism Management (QCF)

Level 7 Diploma in Hospitality and Tourism Management (QCF)

DESIGNATORY LETTERS

MCTH, FCTH

INSTITUTE OF TRAVEL AND TOURISM

PO Box 217
Ware
Hertfordshire SG12 8WY
Tel: 0844 4995 653
Fax: 0844 4995 654
E-mail: enquiries@itt.co.uk
Website: www.itt.co.uk

The ITT, founded in 1956, is a professional membership body for individuals employed in the travel and tourism industry. We provide support and guidance for our members throughout their career and offer them CPD and training to maintain standards for the benefit of the industry as a whole.

MEMBERSHIP

Student Member
Introductory Member
Affiliate Member

Member

Member (MInstTT)

Fellow

Fellow (FInstTT)

University/College Member

Group Member

Corporate Member

Retired Member

DESIGNATORY LETTERS

MInstTT, FInstTT

THE TOURISM MANAGEMENT INSTITUTE

c/o Hon Secretary, Dr Cathy Guthrie, FTMI, FTS
18 Cuninghill Avenue
Inverurie
Aberdeenshire AB51 3TZ
Tel: 01467 620769
E-mail: secretary@tmi.org.uk
Website: www.tmi.org.uk

TMI is the professional body for tourism destination managers. Its network of 250+ members shares information via website, conferences, e-mails and newsletters. The TMI CPD programme aims to support destination management professionals throughout their career. TMI HE Course Recognition gives students & lecturers assurance of industry engagement, relevance and employability.

MEMBERSHIP

Student
Associate (ATMI)
Member (MTMI)
Fellow (FTMI)

DESIGNATORY LETTERS

ATMI, MTMI, FTMI

THE TOURISM SOCIETY

Queens House
55-56 Lincoln's Inn Fields
London WC2A 3BH
Tel: 020 7269 9693
Fax: 020 7404 2465
E-mail: admin@tourismsociety.org
Website: www.tourismsociety.org

The Tourism Society, founded in 1977, is the professional membership body for people working in all sectors of tourism. We strive to drive up standards of professionalism and act as an advocate of tourism to the government and the public and private sectors, and liaise with other tourism professionals worldwide. We also provide advice, support and networking opportunities to our 1,200 or so members.

MEMBERSHIP

Student
Full Member (MTS)
Fellow (FTS)
Overseas/Retired Member
Group Member
Corporate Member
Graduate

DESIGNATORY LETTERS

MTS, FTS

VETERINARY SCIENCE

Membership of Professional Institutions and Associations

BRITISH VETERINARY ASSOCIATION

7 Mansfield Street
London W1G 9NQ
Tel: 020 7636 6541
Fax: 020 7908 6349
E-mail: bvahq@bva.co.uk
Website: www.bva.co.uk

The BVA is the representative body for the veterinary profession in the UK and has more than 11,500 members. We promote and support the interests of our members and the animals under their care, liaise with the government and are the leading provider of veterinary information to the media and general public.

MEMBERSHIP
Student Member
Associate Member
Full Member
Overseas Member

SOCIETY OF PRACTISING VETERINARY SURGEONS

The Governor's House
Cape Road
Warwick CV34 5DJ
Tel: 01926 410454
Fax: 01926 411350
E-mail: office@spvs.org.uk
Website: www.spvs.org.uk

The SPVS was founded in 1933 with the aim of promoting the interests of veterinary surgeons in private practice. We are a non-territorial division of the British Veterinary Association. Our remit is to advise on all aspects of managing the business of a clinical veterinary practice, and we hold one-day, weekend and week-long courses and an annual congress.

MEMBERSHIP
Student Member
Graduate Member
Practice Member
Retired Member

THE ROYAL COLLEGE OF VETERINARY SURGEONS

Belgravia House
62–64 Horseferry Road
London SW1P 2AF
Tel: 020 7222 2001
Fax: 020 7222 2004
E-mail: info@rcvs.org.uk
Website: www.rcvs.org.uk

The RCVS is the regulatory body for veterinary surgeons and veterinary nurses in the UK. We aim to enhance society through improved animal health and welfare. We do this by setting, upholding and advancing the educational, ethical and clinical standards of veterinary surgeons and veterinary nurses.

MEMBERSHIP

Member (MRCVS)
Fellow (FRCVS)

Registered veterinary nurse (RVN)

QUALIFICATION/EXAMINATIONS

Certificate in Advanced Veterinary Practice (CertAVP)
RCVS Specialist
Diploma in Advanced Veterinary Nursing
Diploma of Fellowship (FRCVS)

DESIGNATORY LETTERS

MRCVS, FRCVS

WASTES MANAGEMENT

Membership of Professional Institutions and Associations

CHARTERED INSTITUTION OF WASTES MANAGEMENT

9 Saxon Court
St Peter's Gardens
Marefair
Northampton NN1 1SX
Tel: 01604 620426
Fax: 01604 621339
E-mail: membership@ciwm.co.uk
Website: www.ciwm.co.uk

The CIWM represents more than 6,000 waste management professionals – predominantly in the UK but also overseas. We promote education, training and research in the scientific, technical and practical aspects of waste management for the safeguarding of the environment, and set and strive to maintain high standards for individuals working in the waste management industry.

MEMBERSHIP

Student Member
Technician Member (TechMCIWM)
Associate Member (AssocMCIWM)
Graduate Member (GradMCIWM)

Licentiate (LCIWM)
Member (MCIWM)
Fellow (FCIWM)
Affiliated Organization

QUALIFICATION/EXAMINATIONS

CIWM Training Services specializes in developing and providing waste management training for individuals and organizations. Each year we organize more than 70 courses. For details see the website.

DESIGNATORY LETTERS

TechMCIWM, AssocMCIWM, GradMCIWM,
LCIWM, MCIWM, FCIWM

WATCH AND CLOCK MAKING AND REPAIRING

Membership of Professional Institutions and Associations

THE BRITISH HOROLOGICAL INSTITUTE LIMITED

Upton Hall
Upton
Newark
Nottinghamshire NG23 5TE
Tel: 01636 813795
Fax: 01636 812258
E-mail: via website
Website: www.bhi.co.uk

The BHI, which was formed in 1858 to promote horology, is a professional body with about 3,000 members worldwide. We provide education and specialist training, set recognized standards of excellence in workmanship and professional conduct, and support our members in their work, making, repairing and servicing clocks and watches.

MEMBERSHIP

Associate
Member (MBHI)

Fellow (FBHI)

QUALIFICATION/EXAMINATIONS

Diploma in Clock and Watch Servicing (Level 3)
Diploma in the Servicing and Repair of Clocks / Watches (Level 4)
Diploma in the Repair, Restoration and Conservation of Clocks / Watches (Level 5)

DESIGNATORY LETTERS

MBHI, FBHI

WELDING

Membership of Professional Institutions and Associations

THE WELDING INSTITUTE

Granta Park
Great Abington
Cambridge CB21 6AL
Tel: 01223 899000
E-mail: professional@twi.co.uk
Website: www.theweldinginstitute.com

The Welding Institute is the engineering institution for welding and joining professionals. We are committed to promoting the importance of welding/materials joining technology, given its importance as a key industrial technology governing the reliability and safety of many products, and to the advancement of education, training and CPD for our members.

MEMBERSHIP

Associate (AWeldI)

Technician (TechWeldI)
Member (MWeldI)
Fellow (FWeldI)
Engineering Technician (EngTech)
Incorporated Engineer (IEng)
Chartered Engineer (CEng)

DESIGNATORY LETTERS

AWeldI, TechWeldI, MWeldI, FWeldI, EngTech, IEng, CEng

WELFARE

Membership of Professional Institutions and Associations

INSTITUTE OF WELFARE

PO Box 5570

Stourbridge DY8 9BA

Tel: 0800 0 32 37 25

E-mail: info@instituteofwelfare.co.uk

Website: www.instituteofwelfare.co.uk

The Institute of Welfare was founded in 1945 and exists to promote the highest possible standards in the delivery of welfare to those who need it. We make representations to government, undertake research on welfare issues, encourage and facilitate the exchange of information, and provide opportunities for those engaged in welfare work to pursue CPD.

MEMBERSHIP

Affiliate Member

Member (MIW)

Fellow (FIW)

Companion (CIW)

DESIGNATORY LETTERS

MIW, FIW, CIW

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