

ANNEX J TO
RE SENIOR AWARD SCHEME (RESAS):
ADMINISTRATIVE ARRANGEMENTS

To: Executive Secretary RESASC
c/o RE CPD Team, HQ RSME, Brompton Bks, Chatham, Kent, ME4 4UG

ROYAL ENGINEERS SENIOR AWARDS SCHEME
APPLICATION FOR LICENTIATESHIP CITY & GUILDS OF LONDON INSTITUTE

PART 1 – PERSONAL DETAILS

SURNAME	FORENAME(S)
RANK	ARMY NO
UNIT	SUB-UNIT
JOB TITLE	TEL NO / EXT

KEY DATES			
BIRTH	ENLISTMENT	COMMISSION (if applicable)	PROMOTED TO CURRENT RANK

ADDRESS	
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PART 2 – QUALIFICATIONS

A. ARMY QUALIFICATIONS HELD	
Qualification	Date Obtained

B. LEVEL 3 OR ABOVE NATIONAL QUALIFICATIONS HELD (HIGHEST FIRST)	
Qualification	Date Obtained

C. MEMBERSHIP(S) OF PROFESSIONAL INSTITUTES/BODIES/ASSOCIATIONS	
Organisation	Category

PART 3 – EMPLOYMENT HISTORY

Employment	Dates

PART 4 – EMPLOYMENT TRAINING

Course	Dates

PART 5 – DOCUMENTS ATTACHED (ORIGINAL OR CERTIFIED TRUE COPY)
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Mandatory for all applicants		Yes/No
Proof of Membership of the Institution of Royal Engineers		
Minimum Level 3 national qualification and/or Army Class 1 (Main Trade) certificate		
Career Extension Qualification (at least one)		
Lt, Sgt (or SSgt with less than 2 years in rank) with at least one of the following:		
Eng Tech status or		
Minimum of a full Level 4 national qualification ¹ certificate or		
Proof of relevant professional body membership (excluding the Institution of Royal Engineers) or, if over 26:		
A letter on headed notepaper from OC or equivalent confirming either	5 years' satisfactory performance and relevant experience in a management or supervisory role and/or	
	The successful application at work of knowledge gained on a range of short training/education courses	

¹ As described in the revised QCA National Qualifications Framework (NQF) 1 Sep 04 – see www.qca.org/493html

PART 6 – APPLICANT’S CERTIFICATE

I hereby apply for Licentiatehip of the City & Guilds of London Institute. My preferred Occupational Area² is:

[Empty box for Occupational Area]

I certify that all information provided is accurate and that all documents provided are either the originals or certified true copies thereof.

SIGNATURE

DATE

PART 7 – EMPLOYING OFFICER’S CERTIFICATE (MAJOR OR EQUIVALENT)

I fully support this application. The applicant is known to me and, in my opinion, fully meets the criteria required for Licentiatehip of the City & Guilds of London Institute, with which I am familiar. I have verified all of the information provided and certify that the documents attached are either the originals or true copies thereof appropriately annotated as such by me or another responsible person.

SIGNATURE

INITIALS AND SURNAME

RANK / GRADE

JOB TITLE

TEL NO / EXT

DATE

PART 8 – RESASC Use Only

- 1. The above application is / is not endorsed *.
- 2. The applicant was recommended for Licentiatehip to CGLI on (date)* _____.
- 3. The applicant was notified that he/she was unsuccessful on (date)* _____.

* = Delete text as appropriate

REASON IF NOT SUCCESSFUL:

SIGNATURE

INITIALS AND SURNAME

EXECUTIVE SECRETARY

RESASC

TEL NO / EXT

DATE

² Selected from the list at Annex C of the main document