

APEGM adheres to the fundamental principle that acceptable engineering or geoscientific work experience is acceptable, whether it is obtained in government, in consulting, in industry, on campus, or in any other area. Therefore, a single Progress Report Form is used for all Members-In-Training (MITs), regardless of their place of work.

Many graduate students have experienced difficulty in completing the Progress Report Form. This document is intended to assist both graduate students and their supervisors in assessing the work experience and completing the forms. Much of the work performed by a graduate student in many cases comprises acceptable engineering or geoscientific work experience. Full credit may be given for work that:

- Satisfies the definition of “The Nature of Acceptable Engineering Work Experience” or “The Nature of Acceptable Geoscientific Work Experience”,
- Is obtained under the supervision of a registered professional member of this Association, and
- Is obtained while the graduate student is enrolled as an MIT with APEGM and complying with all of the requirements of APEGM’s Pre-Registration Program.

MITs are normally required to report on every six months’ (full-time) work experience or equivalent. The question is, what is engineering or geoscience experience for graduate students?

Research work is probably (depending on the nature of the thesis or project, and whether all of the elements of the definition of acceptable work experience are present), the practice of engineering or geoscience. So, also, is the teaching or 3rd and 4th year engineering/geoscience design courses.

The following activities commonly undertaken by graduate students, however, are NOT the practice of engineering or geoscience:

NOT the practice of Engineering or Geoscience:

- Attending classes,
- Attending laboratories and tutorials,
- Completing course assignments, studying for and writing tests and examinations,
- Serving as Teaching Assistants or Teachers for courses other than design courses
- Marking papers

Students taking full courses loads, for example are likely NOT obtaining full-time work experience – and may not be obtaining any work experience, if they are not conducting research or assisting in the teaching of design courses while they are completing their graduate course requirements. They are, however, obtaining significant Professional Development credits.

Because of the complexity of the nature of the work experience obtained by graduate students, it is recommended that all graduate students submit progress reports, preferably in consultation with their engineering supervisor(s), every six calendar months. In any event, reports must be submitted within two months of the completion of six months' acceptable work experience in order to receive full credit for that experience. Graduate students complete the same progress report as other MITs, but must also complete the Post-Graduate Student Experience Allocation Table near the end of the progress report. See <http://www.apegm.mb.ca/ProgressReports.html> for more information.

Please note that courses taken should be recorded as Professional Development activity within your personal APEGM profile, in order to receive credit.

Also note that a month's work is based on 40 or more hours of work per week. No additional credit is given for long working days or overtime, just as no deductions are made for statutory holidays or normal vacation time.

Graduates who are starting their post-graduate course program and are taking only courses to start off, may elect not to start on the Pre-Registration Program, or submit reports, until they are doing work that qualifies as engineering or geoscientific work experience. However, once engineering or geoscientific work is started, the graduate should enrol promptly in the Pre-Registration Program in order to receive credit for the work.

To illustrate how the pre-registration program would work for a typical graduate student, here is an example:

Graduate Student A enrolls with APEGM as an MIT in December of 2011 and starts his graduate program on January 2012. From January 1, 2012 to June 30, 2012 (6 months) he is spending approximately ½ time on coursework, ¼ time on thesis work and ¼ time teaching a 4th year level design course. What should he do?

He should complete a progress report for January 1, 2012 to June 30, 2012 and should submit the report no later than August 31, 2012, in order to receive full credit for the eligible work (8 month rule)*. On his online progress report link within his profile, he should Select **Yes** – to the Question below – Are you reporting on time earned during post-graduate studies?

Are you reporting on time earned during post-graduate studies? <input checked="" type="radio"/> No <input checked="" type="radio"/> Yes

This will enable the Post-graduate Experience Allocation table at the end of the progress report (which he will go to next) which shows the following:

APEGM will recognize a certain percentage of engineering work done within a post-graduate program. Please use the table below to indicate the percentage of time (in months) spent doing each the various tasks below. The sum of the months spent must equal the report total. Your supervisor will be required to verify the number of months credited in the appropriate column.

Eligible Experience				Ineligible Experience			Report Total
Thesis	Teaching	Other Projects	Total	Courses	Other	Total	Months

Graduate Student A should therefore complete the table as follows:

Eligible Experience				Ineligible Experience			Report Total
Thesis	Teaching	Other Projects	Total	Courses	Other	Total	Months
1.5	1.5		3	3			6

This is because coursework (1/2 the time spent = 3 months out of six) is considered ineligible work, whereas Thesis work and the Teaching of 3rd and 4th design courses (1/4 of the time spent on each = 1.5 months each out of six) is considered eligible work.

The supervisor, when he submits his portion, should therefore indicate that 3 months of experience could be credited. When the full report (with both MIT and supervisor section) is submitted, the Experience Review Committee would make the final decision as to whether the quality of the 3 months advocated by the supervisor constitutes the practice of engineer or geoscience.

As you might expect, there tend to be a lot of “gray areas” when it comes to graduate studies. Also, while the teaching of 4th level design courses is usually considered the practice of engineering, the teaching of 1st year calculus (since it is a math course) is not. Many cases must be decided on a case-by-case basis. You are encouraged to do your reports in conjunction with your supervisor if possible.

If you have questions, please contact me (Sharon) at ssankar@apegm.mb.ca

*Eight (8) Month Rule Explanation: The number of months late is calculated according to the “8 month rule”. That is, any experience claimed which is 8 months prior to APEGM receiving the report (your submittal date), will be considered ‘late’. Examples explaining this rule are available at: <http://www.apegm.mb.ca/ExperienceTimelines.html>

Sincerely,

Sharon Sankar, P.Eng.
Director of Admissions, APEGM

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