



THE ASSOCIATION OF SCIENCE
AND ENGINEERING TECHNOLOGY
PROFESSIONALS OF ALBERTA

Professional Technologist (Engineering/Geoscience)

P.Tech.(Eng.) / P.Tech.(Geo.)

Application Handbook

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Overview

The Association of Science and Engineering Technology Professionals of Alberta (ASET) is a professional organization for applied science, information and engineering technicians and technologists in the province of Alberta.

Designation

Registration as a professional technologist with ASET means meeting a high standard of academic excellence, technical engineering or geoscience experience, and professional practice. The P.Tech.(Eng.)/(Geo.) designation is jointly regulated by ASET and the Association of Professional Engineers and Geoscientists of Alberta (APEGA). The ASET/APEGA Joint Board of Examiners (JBoE), comprised of an equal number of professional technologists and professional engineers or geoscientists, reviews the scope of practice for each professional technologist applicant. The scope of practice is limited to the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Professional technologists have the right to practice engineering or geoscience independently within a defined scope of practice and in accordance with established codes and standards. With this license, registered P.Tech.(Eng.)/(Geo.) designation holders may sign and authenticate their own engineering or geoscience work.

Disciplines

The ASET/APEGA Joint Board of Examiners considers applications for registration as a professional technologist and issues scopes of practice in the following engineering and geoscience disciplines:

- Biomedical engineering
- Chemical engineering
- Civil engineering
- Construction engineering
- Construction management
- Electrical engineering
- Electronics engineering
- Environmental engineering
- Environmental geology
- Geological engineering
- Geomatics engineering
- Hydrogeology
- Industrial engineering
- Instrumentation engineering
- Materials engineering
- Mechanical engineering
- Metallurgical engineering
- Petroleum engineering
- Petroleum geology
- Software engineering

Applicants with training and/or experience in a discipline not listed above may contact ASET staff at registration@aset.ab.ca to discuss assessment options.

Stamp

Upon receiving the P.Tech.(Eng.) or P.Tech.(Geo.) designation, a registrant is eligible to apply to obtain their P.Tech. stamp and if necessary, to obtain an ASET Permit to Practice.

Further information on the stamping guidelines, digital signature and the ASET Permit to Practice can be found on the ASET website (aset.ab.ca).



PERMIT to PRACTICE		ASET
Signature	Organization Name	
SIGNATURE:		
DATE: 2009 10 01		
PERMIT NR: 123456		

Eligibility Requirements

The ASET/APEGA Joint Board of Examiners reviews applications and assesses all applicants according to the following areas to determine eligibility:

PROFESSIONAL TECHNOLOGIST (P.TECH. (ENG) or P.TECH. (GEO))		
Theoretical knowledge (applicants must have one of the following)	Practical application	Ethics and law
<ul style="list-style-type: none"> TAC-accredited technologist diploma Non-accredited technologist diploma or degree + ASET Certification Exam 	<ul style="list-style-type: none"> Minimum 6 years of post-graduate technical engineering or geoscience work experience. At least 2 years of experience under the direct supervision of an Alberta P.Eng. or P.Geo. Compliance with ASET Continuing Professional Development requirements Canadian citizenship, permanent residency or valid work permit Proficiency in English language sufficient to practice safely and competently 	<ul style="list-style-type: none"> Good character National Professional Practice Exam

Application Checklist

It is recommended that you prepare all documentation **prior** to applying. Your application will not be reviewed by the ASET/APEGA Joint Board of Examiners until all application documents (including exam requirements) have been completed and submitted.

Eligibility

- ASET C.E.T. registrant in good standing

Documentation

- Proof of Education (Section 2.1)
- 3 Professional References (Section 2.2)
- 72/120 Months Work Experience (Section 2.3)
- Good Character (Section 2.4)

Additional Requirements (if applicable)

- Work Permit (Section 2.5)
- English Language Proficiency (Section 2.6)
- Employment Confirmation (Section 2.7)

Examination(s)

- ASET Professional Practice Exam (Section 2.8)
- ASET Certification Exam (Section 2.9)

Assessment Process and Timeline

Applicants have **one year** from the application date to submit all required documents and complete any exams. The deadline is displayed in the online application portal. Incomplete applications will be closed after this date. Reopening an incomplete application may require additional fees.



*All fees are non-refundable. Applicants will be notified of any application issues, and if more information is needed, your application will be returned (*between Step 1 and 3*).

**After the required documentation and examination(s) have been received and successfully been completed, the ASET/APEGA Joint Board of Examiners (JBoE) will review your application. The JBoE has the authority to approve, defer, or refuse your application based on whether you have fulfilled the requirements or not.

1 year deadline to complete application | Average application timeline: four – six months.

- i** Application delays often result from the length of time references take to complete the required reference forms. Applicants may wish to follow up with references to ensure reference forms are submitted to ASET in a timely manner.
- i** Applicants may submit an extension request (with detailed reasons) prior to the application expiry date by emailing registration@aset.ab.ca.

Additional/Revised Scope of Practice

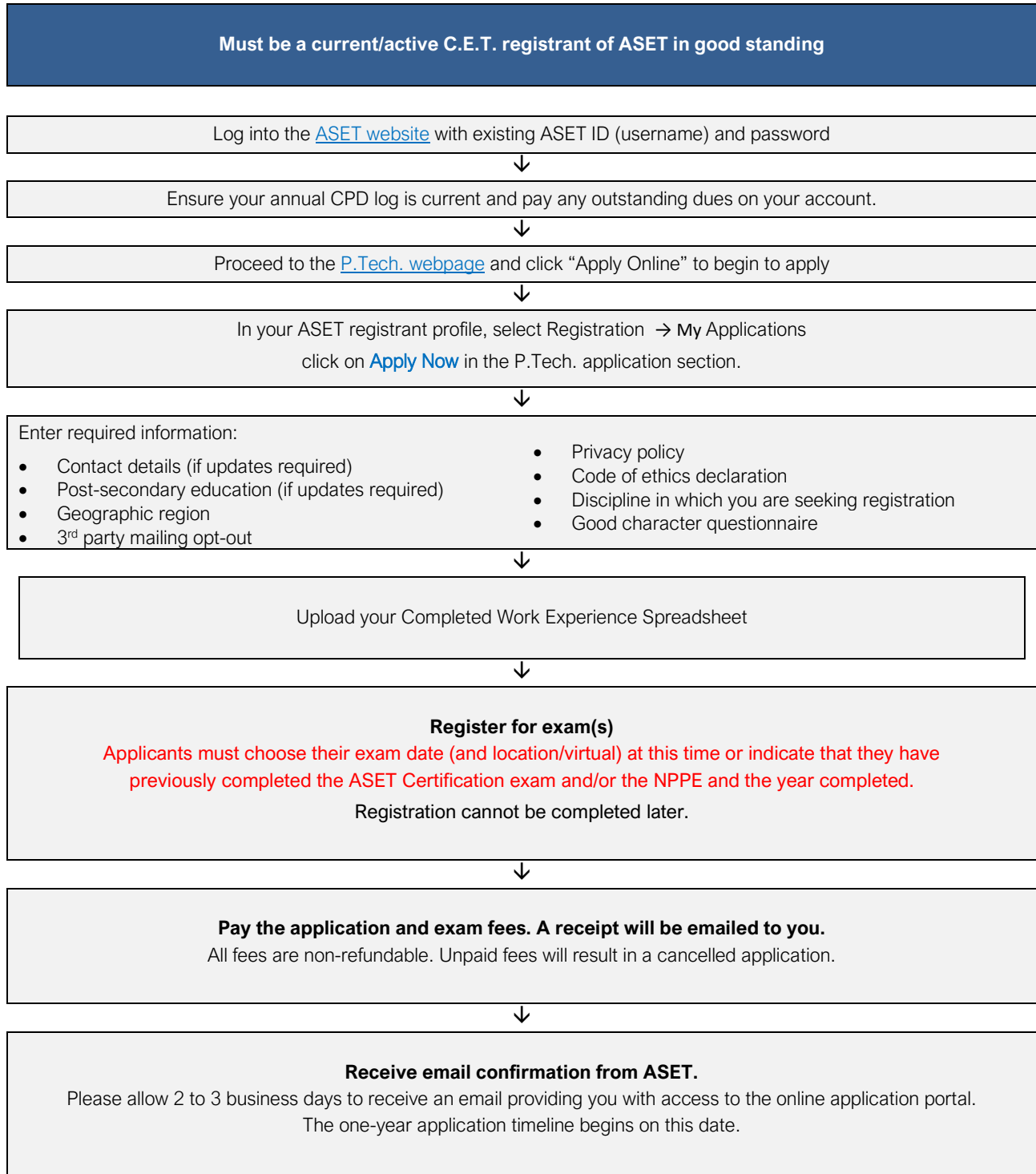
Existing P.Tech.(Eng./Geo.) registrants who would like to add a scope or revise an existing scope of practice must reapply in full following the current application process, including reference.

Scope changes are considered to new scopes of practice and must go through the same review process as new scopes of practice.


- i** To view the Joint Board assessment process, see [Appendix 2](#).
- i** To view sample scopes of practice, see [Appendix 3](#). Additional samples are available on the [website](#) under Additional Resources.
- i** The definition of engineering and geoscience is defined in [Appendix 4](#).

Application Overview

Once you have downloaded and completed the [Work Experience Spreadsheet](#), the following outlines the steps to submit your online application. Note: Internet Explorer is not supported and will not work with ASET's online application system.



Requirement (application component)	Description of requirement
<h2 data-bbox="186 336 506 373">2.1 Proof of Education</h2>	<p data-bbox="641 336 1364 430">Under the EGPA, the Joint Board has the right under law to determine acceptable education. The final decision on recognition of all education programs is made by the Joint Board.</p> <p data-bbox="641 451 812 483">All applicants</p> <p data-bbox="641 504 1396 598">If your academic documentation is not on file with ASET, you must provide official transcripts for your post-secondary program (Canadian graduates) or a third-party academic assessment (International graduates).</p> <p data-bbox="641 630 1396 735">i ASET will automatically add the transcripts provided with your C.E.T. application to your P.Tech. application unless the documents are no longer on file.</p> <p data-bbox="641 766 1096 808">Canadian post-secondary graduates</p> <p data-bbox="641 829 1356 892">Mail official transcripts for your post-secondary program to ASET. The transcripts must:</p> <ul data-bbox="657 892 1120 1018" style="list-style-type: none"> • state the transcript is official • be an original copy from your school • show graduation/credential awarded; and • be in English. <p data-bbox="641 1060 1396 1333">i For electronic transcripts ASET only accepts official eTranscripts which can be sent directly from Canadian post-secondary institutions to registration@aset.ab.ca or via MyCreds®. You can share your verified and official transcript by purchasing a share credit on MyCreds and choosing the option of “Send my documents to a registered organization” and selecting “Association of Science and Engineering Professionals of Alberta (ASET)” from the list. We do not accept letters of completion or unofficial transcripts.</p> <p data-bbox="641 1354 1047 1396">International program graduates</p> <p data-bbox="641 1417 1396 1585">Mail a basic, document-by-document credential assessment to ASET. Acceptable assessment services include one of the members of the Alliance of Credential Evaluation Services of Canada (IQAS, WES*, ICAS, ICES, CES, MIDI, MIFI). The ECA or ICAP assessment service from WES is also acceptable.</p> <p data-bbox="641 1606 1404 1711">i WES Assessments: ASET will accept the electronic submission of a completed assessment through WES’s secure online delivery system, thus eliminating the need to mail it.</p> <p data-bbox="641 1743 1396 1921">i As an alternative to mailing original documents, applicants can have the original document copied and certified by a notary public or a regulated registrant of ASET or APEGA, OR contact registration@aset.ab.ca to arrange an appointment to copy the document.</p>

 ASET will mail back original document(s) after processing.

Non-graduates (PLAR)/Journey person

The Joint Board of Examiners does not recognize ASET's PLAR portfolio nor the Journey person certificate as an eligible academic program for the P.Tech. application.

Academic Discipline

Applicants whose discipline of practice does not match their academic discipline must provide evidence of 10 years (120 months) of engineering or geoscience experience, including 4 years (48 months) under the supervision of an Alberta P.Eng. or P.Geo.


This also applies to **EDDT** program graduates who must also provide evidence of 10 years of engineering or geoscience experience and 4 years under the supervision of an Alberta P.Eng. or P.Geo.


2.2 Professional References


All applicants

All applicants must demonstrate a minimum of six years (72 months) post-graduate engineering or geoscience work experience in their discipline of practice.

- Enter contact information for a minimum of three **(3) professional references** who have direct knowledge of your engineering or geoscience work experience.
 - Must have 2 years under the supervision of an Alberta P.Eng. or P.Geo.
 - To demonstrate professional currency, at least 1 year of work experience relating to the applicant's area of practice within their proposed scope of practice must be within the last 7 years (from date of application) and must be supported by the minimum three references.
 - ASET will send reference forms directly to references.

 It is recommended that all references be regulated registrants of ASET [C.E.T., R.E.T., P.Tech.(Eng./Geo.)] or APEGA [P.L.(Eng./Geo), P.Eng., P.Geo.].

 Applicants are responsible for following up with their references to ensure that reference forms are completed and returned to ASET promptly.

 In accordance with privacy law, completed reference forms may be provided to applicants upon request.

Should a reference decline to complete the reference form, ASET will

contact the applicant.

Family members and relatives, including any member of the applicant's immediate or extended family (e.g. parents, spouse, sibling, child, in-law, etc.), are not accepted as references. In exceptional circumstances, if a family member is used as a reference, an explanation must be provided. Acceptability of the reference is at the discretion of the Joint Board of Examiners. Contact registration@aset.ab.ca to discuss.

2.3 Work Experience Spreadsheet

All applicants

The Work Experience Spreadsheet is your primary application component. It must be filled out accurately and completely for submission to the Joint Board of Examiners.

- The Work Record tabs of the work experience spreadsheet are used to outline your employment history, with a focus on your engineering and geoscience activities.
- The purpose of the Work Experience Spreadsheet is to help the Joint Board of Examiners understand your engineering or geoscience experience and issue an appropriate scope of practice. A scope of practice is a written description of your specific area of technical engineering or geoscience expertise.

Applicants must carefully review the instructions in this application handbook. **Failure to follow these instructions will result in application delays and may result in the Joint Board of Examiners rejecting the application because of lack of demonstrated competency.**

The Board and subject matter experts do not make assumptions regarding competence.

Applicant Information

In this section, provide details of your academic program and the discipline in which you are seeking a scope of practice.

APPLICANT INFORMATION			
Applicant First and Last Name		ASET ID No.	
Post Secondary Program Name		Graduation Year	
Name of Post Secondary Institution		Length of Program	
Designation Applying For (select)			
Discipline** (select)		Field of Practice (Optional)	

- In accordance with the *Professional Technologists Regulation*,

applicants must have at least 2 years of post-secondary education in areas that relate to engineering or geoscience to apply for the P.Tech. designation.

Work Experience History

Enter your post-graduate employment history on the work record tabs in reverse chronological order starting with your most recent position. Each position should be placed on a different work record tab. You may duplicate work record three tab (if required) to demonstrate additional months of experience.

WORK EXPERIENCE HISTORY AND REFERENCES				
Please enter your employment history on the work record tabs in REVERSE CHRONOLOGICAL ORDER from the most recent position. Put each position on a different work record tab. Each work record MUST BE SUPPORTED BY A REFERENCE . If you have worked in multiple positions for one employer for many years, you may re-enter the same employer on each work record, but you must still provided a MINIMUM OF THREE UNIQUE REFERENCES to support your overall application.				
WORK RECORD 1				
Employer Name				
Job Title				
Start (dd-mmm-yy)		Finish (dd-mmm-yy)	Total Months of Experience	0
Reference First and Last Name			Designation (select)	
Reference Email Address			Relationship (select)	
Additional Reference First and Last Name (Optional)			Designation (select)	
Reference Email Address			Relationship (select)	
Additional Reference First and Last Name (Optional)			Designation (select)	
Reference Email Address			Relationship (select)	
If you have not provided a supervisory reference for this work record, please explain.				

- All applicants for P.Tech. must demonstrate a minimum of six years (72 months) of post-graduate engineering or geoscience work experience, including at least 2 years (24 months) under the supervision of an Alberta P.Eng. or P.Geo.
- To demonstrate professional currency, at least 1 year of work experience must be from the last 7 years and must be supported by a reference.

If your discipline of practice does not match the discipline of your academic program or if you are a graduate of an Engineering Design and Drafting Technology program, you must provide evidence of 10 years (120 months) of engineering or geoscience experience, including 4 years (48 months) under the supervision of an Alberta P.Eng. or P.Geo.

References

- Each work record must be supported by at least one reference.
- The overall application must be supported by a minimum of three references, of which at least one must be a P.Eng. or P.Geo. who has supervised the applicant’s work for a minimum of 2 years (24 months).
- Applicants who have worked in multiple positions for one employer may re-enter the same employer on each work record but must still provide a minimum of three references to support the overall application.

Reference First and Last Name		Designation (select)	
Reference Email Address		Relationship (select)	
Additional Reference First and Last Name (Optional)		Designation (select)	
Reference Email Address		Relationship (select)	
Additional Reference First and Last Name (Optional)		Designation (select)	
Reference Email Address		Relationship (select)	
If you have not provided a supervisory reference for this work record, please explain.			

Overlapping references (references for the same timeframe) are not counted towards the 6-year (72 month) work experience requirement. Applicants must demonstrate a minimum of 72 unique months of experience.

Summary of Engineering/Geoscience Experience

In this section, for each work record, provide extensive detail on your technical engineering or geoscience experience at each employer that supports your proposed scope of practice.

- Demonstrate how you use engineering or geoscience theory and calculations in performing these tasks.
- Outline the steps you took to perform this work in relation to specific structures, work products or services, and processes.
- Identify the codes and standards you reference in relation to this work experience.
- Reference specific voltages, building sizes, and so forth if relevant to the specific structures, work products or services, and processes.
- You may include an example of a project describing your roles and responsibilities.

i Use first person “I” statements when describing your work experience rather than referring to employer procedures or policies or work completed as part of a team.



The Joint Board does not recognize job duties such as management, reviewing, supervision, cost estimating, or project management because they are not technical engineering or geoscience-related activities and do not fall under the definitions of engineering or geoscience under the Act.

Scope Activities

Select and describe the engineering or geoscience tasks you completed at this employer. See [Appendix 3](#) for sample scope activities and additional samples on the [website](#).

i The scope activities entered here will appear in your proposed scope of practice.

SCOPE ACTIVITIES COMPLETED AT THIS EMPLOYER				
The engineering and geoscience tasks and descriptions you list below will be added to your PROPOSED SCOPE OF PRACTICE. Each scope activity must be supported by a MINIMUM OF 24 MONTHS OF EXPERIENCE VALIDATED BY AN ALBERTA P.ENG. OR P.GEO. REFERENCE.				
SCOPE ACTIVITY 1				
Engineering or Geoscience Task to be Added to Scope		P.Eng./P.Geo Supervisor First and Last Name		
Describe the Structure, Work, or Process Associated with this Task				
Start (dd-mmm-yy)		Finish (dd-mmm-yy)	Total Months Working Under P.Eng./P.Geo.	0


-  The Joint Board of Examiners uses the definitions of engineering and geoscience set out in the Engineering and Geoscience Professions Act to issue scopes of practice ([Appendix 3](#)). You may only select from the related engineering and geoscience tasks provided in the Work Experience Spreadsheet when identifying their scope activities.
-  Your scope activities should highlight the engineering or geoscience areas of practice in which you have specialized and have an in-depth knowledge.

How to Identify Scope Activities

Your scope activities are “action” verbs such as designing, directing the construction of, and advising on rather than indicating a specific project or employer. These verbs are pre-populated in the Work Experience Spreadsheet and must be selected from a drop-down menu for each scope activity.

Once you have identified the action verbs that characterize your areas of expertise, you must then write a concise statement that describes the specific structures, work, or processes associated with each activity. For example:

- Scope Activity: Designing
Description: Residential buildings up to 1500 m2
- Scope Activity: Evaluating
Description: Pipeline integrity management plans
- Scope Activity: Advising on
Description: Electrical power systems up to and including 25kV

-  The descriptions related to your scope activities should be specific (yet concise) and explain what you are designing, evaluating, and so forth.

To be included in your scope of practice, each scope activity must be supported by an Alberta P.Eng./P.Geo. reference who supervised** your work for at least 2 years (24 months).

**Supervision means a P.Eng./P.Geo. registered in Alberta has taken responsibility for (approving and/or signing off) the applicant’s technical engineering/geoscience work.

Forming a Scope of Practice

The proposed task(s) and the corresponding description(s) are merged into a written statement which forms your proposed scope of practice. Below are the fields in the spreadsheet (along with a corresponding example):

- **Discipline of application:** civil engineering
- **Field of practice** (*optional*): municipal infrastructure
- **Tasks selected:** evaluating and designing
- **Describe the structure, work or process field entry:** Sanitary sewer collection, water distribution systems, storm water management and collection systems, roadways, site grading, shallow utilities for municipal, commercial, residential projects.

These tasks and descriptions should be entered as shown below:

SCOPE ACTIVITY 1					
Engineering or Geoscience Task to be Added to Scope	evaluating	P.Eng./P.Geo Supervisor First and Last Name	Bob Smith		
Describe the Structure, Work, or Process Associated with this Task	sanitary sewer collection, water distribution systems, storm water management and collection systems, roadways, site grading, shallow utilities for municipal, commercial, residential and land development projects				
Start (dd-mmm-yy)	4-Jan-08	Finish (dd-mmm-yy)	4-Jan-20	Total Months Working Under P.Eng/P.Geo.	144
SCOPE ACTIVITY 2					
Engineering or Geoscience Task to be Added to Scope	designing	P.Eng./P.Geo Supervisor First and Last Name	Bob Smith		
Describe the Structure, Work, or Process Associated with this Task	sanitary sewer collection, water distribution systems, storm water management and collection systems, roadways, site grading, shallow utilities for municipal, commercial, residential and land development projects				
Start (dd-mmm-yy)	4-Jan-08	Finish (dd-mmm-yy)	4-Jan-20	Total Months Working Under P.Eng/P.Geo.	144

ALL scopes of practice will have the following standard wording at the end of your scope which cannot be altered:

- *“that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.”*

Result:

Within the discipline of civil engineering and field of practice of municipal infrastructure: evaluating and designing sanitary sewer collection, water distribution systems, storm water management and collection systems, roadways, site grading, shallow utilities for municipal, commercial, residential projects that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

2.4 Good Character


All applicants


An applicant demonstrates good character through their references' statements, declarations during the online application process (i.e., the good character questionnaire) and their conduct.

Plagiarism of any part of the application (e.g., work experience) will result in an applicant being automatically referred to the Registrar which may result in notification to the ASET/APEGA Joint Investigative Committee. It may result in the Joint Board of Examiners rejecting the application.

Applicants who select “yes” to an indictable offense or summary conviction

- ASET staff will contact applicants by email to discuss this requirement.
- Applicants must provide ASET staff with a scanned copy of a recent criminal record check from the local police service or RCMP.

 Criminal record documentation is not submitted in the online application portal.


 A criminal record does not automatically result in a rejected application. The Joint Board of Examiners requests information on the offence or conviction as part of the good character assessment.

2.5 Work Permit (if applicable)

Applicants who are not Canadian citizens or permanent residents

All applicants must be Canadian citizens, permanent residents, or provide a valid work permit indicating that the applicant is lawfully entitled to work in Canada.

- Email a copy of a valid work permit to confirm legal ability to work in Canada to ASET staff at registration@aset.ab.ca.

 ASET will automatically add the work permit information you provided with your C.E.T. application to your P.Tech. application unless the document is not on file or has expired.

The work permit must not be expired. Once you apply, ASET monitors the status of work permits. The association will contact you when your work permit is about to expire so that you can provide updated documentation.

2.6 English Language Proficiency (if applicable)



Applicants who are not graduates of a program delivered in English

Applicants for whom English is a second language must also demonstrate proficiency in the English language that is sufficient to enable the applicant to responsibly practice the profession.

- Email a copy of IELTS Academic or General, PTE, or CELPIP-G English language test results to registration@aset.ab.ca.
- The following minimum test scores are accepted as demonstration of proficiency:

Test	C.E.T.
IELTS General Test	6
IELTS Academic Test	6.5
PTE Academic/Online	58
CELP-IP-G General Test	7


Applicants who are unable to provide IELTS, PTE or CELPIP-G test results must complete the JBoE [Special Consideration Form](#) (under Additional Resources). Please email the completed form to registration@aset.ab.ca.

-  ASET will automatically add the English language test results you provided with your C.E.T. application to your P.Tech. application unless the document is not on file.
-  Graduates from academic programs delivered in English are exempt from this requirement.

2.7 Employment Confirmation (if applicable)

Applicants employed outside of Alberta

- Applicants must be working or living in Alberta to apply for certification with ASET.
- Email a copy of the requested documentation to confirm employment to registration@aset.ab.ca. (See [Appendix 1](#) of the employment/residency chart for more information on this requirement.)

 ASET will automatically add the employment confirmation information you provided with your C.E.T. application to your P.Tech. application unless the document is not on file or is no longer current.

The P.Tech. designation may not be used in any other Canadian province. If you are seeking a license to practice engineering or geoscience in another province, you must apply to the appropriate regulatory body in that province. Visit the [ASET website \(Transfer across Canada\)](#) for more information.


Examination(s)


2.8 National Professional Practice Exam (Law and Ethics)

All applicants

All applicants must successfully complete the National Professional Practice Exam to demonstrate knowledge of the legislative framework and practice of engineering and geoscience in Alberta.

- Applicants register for the exam at the time of application by selecting the preferred date during the initial application process and paying the necessary fees.

 Download the NPPE examination handbook from the [ASET website](#) for information on the syllabus, required study materials and important deadlines.

 Applicants who previously completed the National Professional Practice Exam may request an exemption during your initial online application. Contact registration@aset.ab.ca with the exam date, your ID and name on file with ASET or APEGA to request exemption.

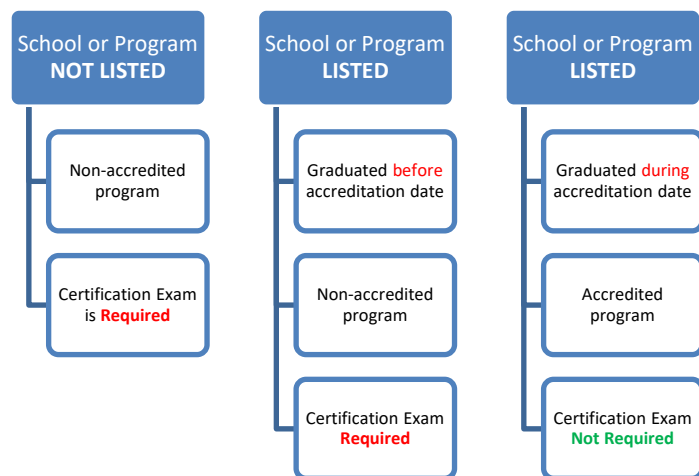
The exam must be written within the one-year application timeline. The application deadline is noted in the online application portal.

2.9 Certification Exam (Technical)

Applicants who are graduates of a non-accredited program

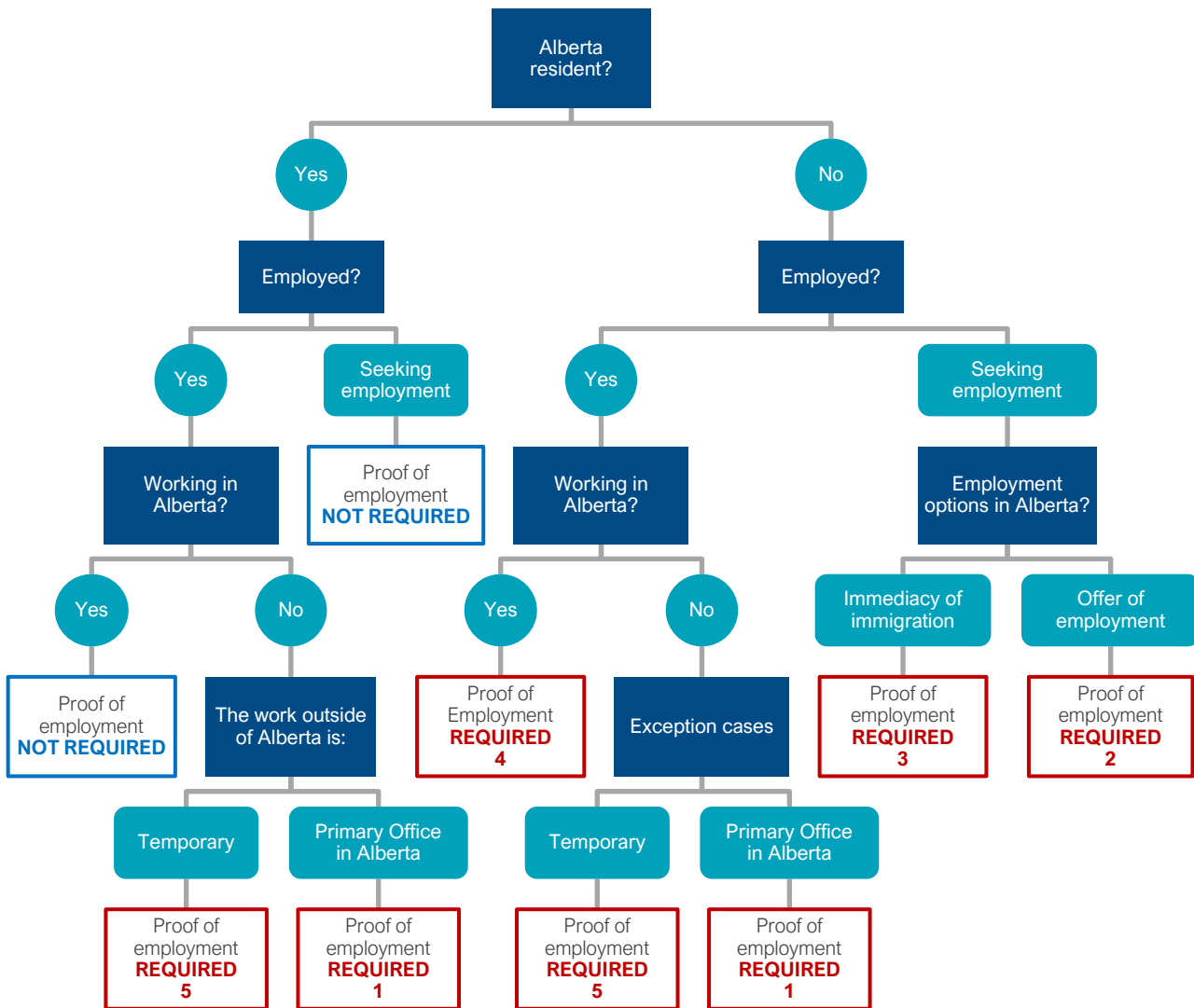
The ASET Certification Exam is a technical exam that tests applicants' skills and knowledge in relation to their field of practice. Applicants who are not graduates of a Technology Accreditation Canada (TAC) accredited program (including international applicants) must write this exam.

- The following exams are available:
 - Architectural
 - Civil
 - Construction
 - Electrical
 - Electronics
 - Engineering design and drafting
 - Instrumentation
 - Mechanical
 - Petroleum
 - Fundamentals of technology (all other disciplines)
- To determine if you require the exam, review the following chart:



- i** Download the examination handbook from the [ASET website](#) for information on the syllabus, required study materials and important deadlines.
- i** A list of Technology Accreditation Canada [accredited programs](#) is available on the ASET website.
- i** Applicants who passed the certification exam at the time of C.E.T. application are not required to re-write the exam as part of the P.Tech. application process and may request exemption during your initial online application.

Appendix 1 — Employment Confirmation Requirement



Based on the number above, the proof of employment required would be as follows:

1. A letter from your employer whose primary office is in Alberta.
2. An offer of employment from an Alberta company.
3. Proof of employment is required showing that you will be immigrating to Alberta soon.
4. A letter from your employer indicating that you are a non-resident but working in Alberta.
5. Employment documentation indicates that you are on a temporary contract and expect to return to Alberta soon.

Appendix 2 — Assessment

The Joint Board of Examiners assesses an application to ensure the applicant meets the requirements for registration as a professional technologist, as set out in the *Engineering and Geoscience Professions Act of Alberta* and the *Professional Technologists Regulation*. In conjunction with the references, it is crucial that the applicant's statements within the experience spreadsheet are detailed when describing engineering or geoscience work experience.

The Joint Board of Examiners considers the following in its assessment of the applicant's work experience:

1. Has the applicant demonstrated sufficient technical engineering or geoscience experience and knowledge in each scope activity?
2. Has the applicant demonstrated the application of engineering or geoscience theory in the work experience and/or scope activity descriptions?
3. Does the applicant provide specific examples of the steps taken, calculations used, and/or codes and standards applied in the work experience and/or scope activity descriptions?
4. Does the applicant have a minimum of three references to validate 72 months of engineering or geoscience work experience?
5. Does the applicant have an Alberta P.Eng. or P.Geo. reference to validate a minimum of 24 months of work experience for each proposed scope activity?
6. Do the applicant's references believe the applicant to be working at a professional engineering/geoscience level of practice?
7. Do the applicant's references believe the applicant has the ability to work independently within the proposed scope of practice?
8. Do the applicant's references attest to the good character of the applicant and confirm that the applicant practices in a safe, competent, professional and ethical manner?
9. Do the applicant's references attest to an acceptable working knowledge of written and spoken English?
10. Do the applicant's references recommend the applicant for P.Tech.?

Appendix 3 — Sample Scopes of Practice

The following is a list of sample scopes of practice issued to P.Tech. applicants. These are examples only and should not be copied in your application unless the sample scope aligns exactly with your work experience. The scope activities you identify in your Work Experience Spreadsheet should reflect your unique engineering or geoscience experience. Additional sample scopes of practice are available on the [ASET website](#) under Additional Resources.

Within the discipline of **biomedical engineering**: evaluating and advising on clinical and biomedical engineering systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **chemical engineering** and field of practice of oil and gas: designing, evaluating and directing the operation of pipeline integrity management plans, and corrosion mitigation and control programs that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **civil engineering**: reporting on, advising on, evaluating, directing the design and technical inspection, operation and maintenance of urban and rural earthworks, roadways, curbs, sidewalks, surface drainage systems, signage and traffic signal systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **construction engineering** and the field of practice of building envelope science: designing building envelope solutions that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **electrical engineering**: designing and directing the construction of instrumentation, control and safety systems, and associated wiring (up to 280 VAC, including 24 VDC) including control system programming that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **electronics engineering**: designing, evaluating, and preparing plans and specifications for commercial and industrial electronic sensors, power supplies, communication systems, and computer-controlled systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **environmental engineering**: reporting on, advising on, and directing the operation and maintenance of wastewater treatment plants, storm and sanitary sewer collection systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **geomatics engineering** and field of practice of oil and gas operations: preparing plans and specifications and advising on drawings for pipeline layout that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **instrumentation engineering** and field of practice of oil and gas: designing, preparing specifications, directing the construction (including programming, configuration, commissioning), and directing the maintenance of distributed control systems, programmable logic controllers, human machine interfaces and data communications systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **mechanical engineering** and field of practice of oil and gas: reporting on, advising on, evaluating, designing, preparing plans and specifications for, and directing the construction of water and wastewater treatment facilities inclusive of pumping stations and piping systems that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Within the discipline of **petroleum engineering**: designing and directing the construction of oil and gas facilities and pipeline systems and preparing plans and specifications for oil and gas process equipment and piping that is the routine application of industry recognized codes, standards, procedures and practices using established engineering or applied science principles and methods of problem solving.

Appendix 4 — Definition of Engineering and Geoscience

The following is an excerpt from the definitions as outlined in Section (1)(q) and (r) in the *Engineering and Geoscience Professions Act*:

(q) “practice of engineering” means

(i) reporting on, advising on, evaluating, designing, preparing plans and specifications for or directing the construction, technical inspection, maintenance or operation of any structure, work or process

(A) that is aimed at the discovery, development or utilization of matter, materials or energy or in any other way designed for the use and convenience of humans, and

(B) that requires in that reporting, advising, evaluating, designing, preparation or direction the professional application of the principles of mathematics, chemistry, physics or any related applied subject, or

(ii) teaching engineering at a university.

(r) “practice of geoscience” means

(i) reporting, advising, evaluating, interpreting, processing, geoscientific surveying, exploring, classifying reserves or examining related to any activity

(A) that is aimed at the discovery, development or utilization of matter, materials or energy or in any other way designed for the use and convenience of humans, and

(B) that requires in that reporting, advising, evaluating, designing, preparation or direction the professional application of the principles of mathematics, chemistry, physics or any related applied subject, or

(C) that requires, in that reporting, advising, evaluating, interpreting, processing, geoscientific surveying, exploring, classifying reserves or examining, the professional application of the principles of mathematics, chemistry, physics or biology through the application of the principles of geoscience, or

(ii) teaching geoscience at a university.