

REQUIREMENTS FOR NON-EAST AFRICAN ENGINEERS APPLYING FOR TEMPORARY REGISTRATION

1. MINIMUM REQUIREMENT – BACHELORS DEGREE HOLDER

ONLINE APPLICATION PROCESS

- + Create an account on the ERB System <https://registration.erb.go.ug>
- + Fill the biodata form properly, major concern is on practical training and subsequent employment: outline the engineers you worked under, and the period of that training
- + Attach stamped recommendation letters from your 3 Sponsors (*Sponsors should be in your Field of specialization i.e if you are Civil, get Civil registered engineers to **Recommend** and **Stamp** the Recommendation Letter*). They should be fully paid up with ERB & UIPE

ARRANGEMENT OF THE CAREER REPORT

- + Attach proof of professional registration as an engineer in your home Country scanned in color
- + Attach membership certificate from your home country
- + Attach detailed career report write up with some pictorial preferably
- + Attach Certificate of Good Conduct from Uganda Police Force Interpol
- + Attach Certified Academic certificates, Transcripts, (copies scanned in colored) and any other qualifications e.g Masters. PHD, certificates etc.
- + Attach Recommendation letter from the **Ugandan employment agency** (client) confirming your role on the project and a Letter of Recommendation from **Employer** - stating contract period, and duration of the project/employment
- + Attach all your Letters of employment/service contracts etc
- + Attach Valid passport (bio-data page) and Entry Visa (scanned in color)
- + Attach other Continuous Professional Development (CPD) / Engineering Training Certificates
- + Attach Organogram / Organization Chart of your current employment

NOTE: If any document is not in English, a TRANSLATION should be done from Makerere University School of Languages.

Pay Application Fees of Ugx. 400,000 through the System / by Bank / MTN Mobile Money

By Bank:

Account name: Engineers Registration Board
Account Number: 9030005842238
Bank Name: Stanbic Bank Uganda
Branch: Kyambogo

By MTN Mobile Money:

Dial *165# and follow prompts as follows

- 1) Payments
- 2) Goods and Services
- 3) Enter Merchant Code -**ERB**
- 4) Enter payment reference (include your Name, Details of Payment e.g. application fees)
- 5) Enter amount
- 6) Enter your PIN & Send