

REQUIREMENTS FOR ERB REGISTRATION FOR UIPE CORPORATE MEMBERS UNDER JAC AND EAST AFRICAN DIRECT APPLICANTS FOR PERMANENT REGISTRATION

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 corporate membership letter scanned in colored
- + Attach UIPE Corporate membership certificate
- + Attach detailed career report write up
- + Attach certified Academic certificates, Transcripts, UNEB Certificates, UNEB Verification letters (copies scanned in colored) and any other qualifications e.g Masters PHD, certificates etc
- + Attach letters of employment/service contracts etc
- + Attach any other Continuous Professional Development (CPD's) / engineering trainings attended
- + Attach Organogram / Organization Chart of your current employment

ARRANGEMENT OF THE TECHNICAL REPORT

- + The Technical Report should include stamped drawings and calculations where necessary.

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