

CHARTERED PHYSICIST

Welcome to the Institute of Physics – the home of physics and physicists in the UK, Ireland and beyond.

Chartered Physicist (CPhys) is the professional qualification awarded by the Institute of Physics to practising professional physicists. Being a Chartered Physicist proves that you have knowledge and experience as a physicist that can be relied on by employers and the wider community.

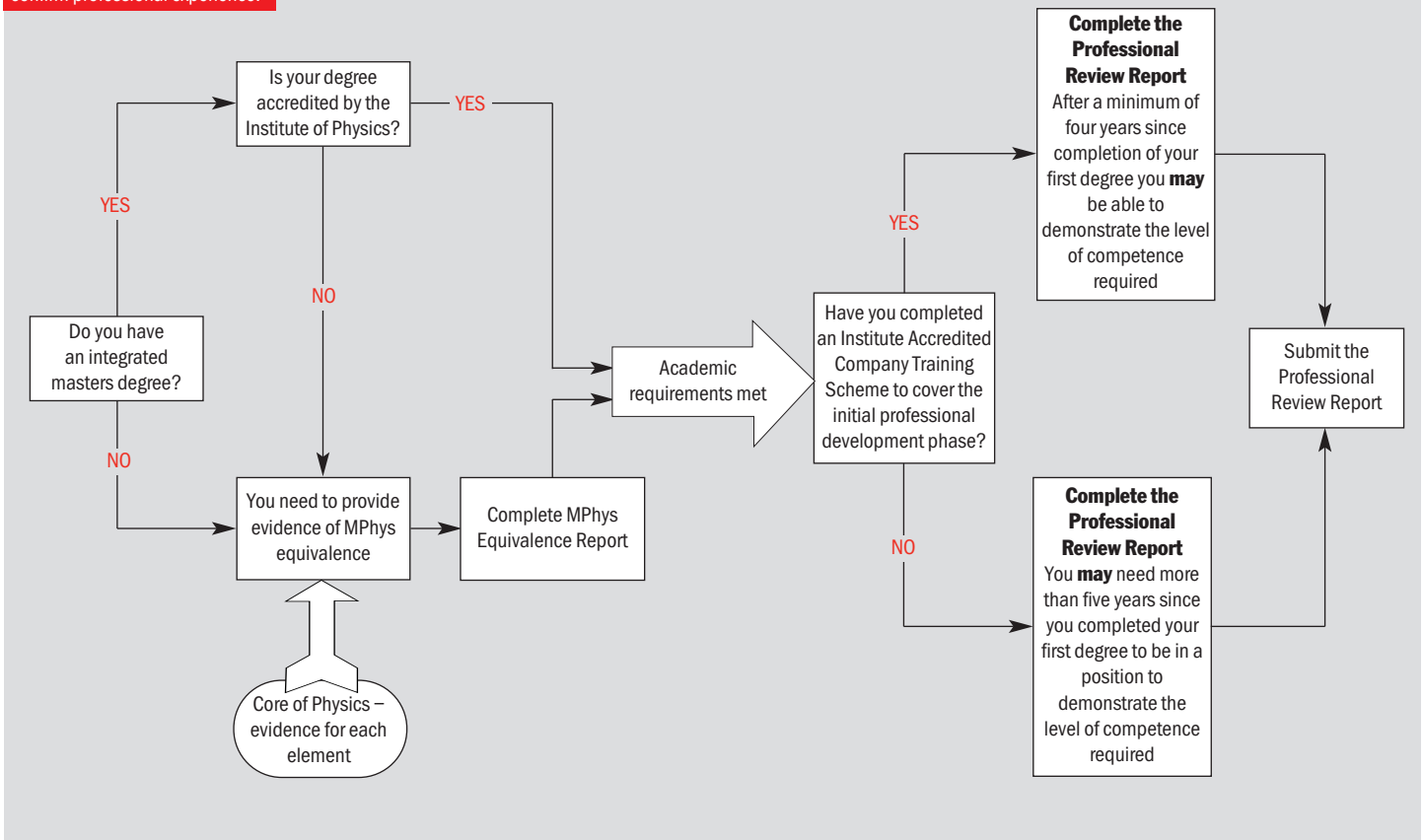
Chartered Physicists agree to be bound by a code of conduct that reflects best practice. The code requires our members not only to show a high level of professionalism, but also to continually advance their competence through continuing professional development.

To apply for CPhys you will either need to already be a Member of the Institute of Physics or be ready to submit your Member application at the same time as this one. Member guidelines can be found at www.iop.org (How do I become a member?). In addition, you can apply for more than one chartered status at a time. More details about CSci and CEng can be found at the same web address.

You will need to demonstrate that you have the breadth and depth of physics knowledge and professional competence required for a Chartered Physicist. These guidelines explain how you can do this.

Chartered Physicist - CPhys

Any candidate for Chartered Physicist may be invited for interview to confirm academic MPhys equivalence and/or to confirm professional experience.



1. Physics knowledge

All candidates are required to demonstrate that they have the breadth and depth of physics knowledge that is required for a Chartered Physicist. There are two ways to do this:

1.1 Accredited Educational Route

You provide evidence that you hold an integrated masters degree accredited by the Institute of Physics.

1.2 General Route

You demonstrate that you have knowledge equivalent to an integrated masters degree accredited by the Institute of Physics. In order to do this you must complete the MPhys equivalence report template. The template can be found as an editable document at www.iop.org (About Careers in Physics, Chartered).

Whichever route you follow you may be asked to attend an interview (see section 3) to discuss your knowledge in greater depth.

2. Professional competence

All candidates are required to demonstrate that they have the professional competences and responsible professional experience required of a Chartered Physicist:

2.1 Professional competences for Chartered Physicist

A. Application of general and specialist knowledge

You should demonstrate your ability to:

- evaluate data critically, drawing logical conclusions
- apply a logical approach to problem solving
- apply a creative problem solving approach to physics-related projects

In addition you are asked to demonstrate your ability in two of the following areas:

- exploit and/or develop emerging technologies to enhance current practices
- ensure continuing fitness for purpose of products and services
- publish in peer reviewed scientific journals to further the understanding of the physics community
- promote innovation and technology transfer
- supervise undergraduate or post-16 physics project work
- design and deliver undergraduate programmes
- contribute to the profession outside your immediate working environment
- contribute to the public understanding of physics.

B. Applying physics to the analysis and solution of problems

You should demonstrate your ability to:

- identify potential projects and opportunities using your physics knowledge
- conduct and document appropriate research and design possible solutions
- plan and implement solutions
- evaluate solutions and make improvements.

C. Technical and managerial skills

You should demonstrate your ability to:

- plan for effective project implementation
- make effective use of all resources (such as people, time, finance, physics knowledge) and demonstrate leadership in carrying out tasks
- develop the capabilities of people for whom you are responsible, e.g. students, team members, to meet the demands of changing technical and managerial requirements
- bring about continuous improvement through quality management.

D. Communication and interpersonal skills

You should demonstrate your ability to:

- communicate clearly and effectively with others at all levels, by both oral and written methods
- present and discuss concepts, ideas and plans convincingly and objectively with your superiors and others
- participate effectively within a team
- exert appropriate influence and effective leadership qualities.

E. Professional conduct

You should demonstrate how you will perform these behaviours as a responsible chartered physicist:

- comply with the Institute of Physics' code of conduct
- observe rules and regulations relating to your professional practice as a physicist
- be aware of and sensitive to health, safety and environmental issues
- carry out the continuing professional development necessary to ensure competence in your future career.

We expect you to interpret these statements in the context of your job.

While everyone has to satisfy each of the major headings A - E, we realise that within each heading you are likely to be stronger in some areas than others. We ask that you demonstrate competence in a range of work which has required exercise of your independent technical judgement, and some direct responsibility for resources, taking account of financial, commercial, safety, statutory and national considerations.

Your knowledge and experience must reflect a broad view of your employer and working environment. The main facets for which you will need to show evidence are:

- CPD aimed at developing a deep specialism and/or broad knowledge across a physics related area;
- Ability to carry out complex tasks in a fully flexible and adaptable manner;
- Beginning to gain greater skills in dealing with customers/colleagues/students;
- Identifying new opportunities for both your own development and that of the organisation;
- Working to support the aims of your organisation and to promote it within your sector;
- Starting to demonstrate leadership qualities and to take on team leader responsibilities;
- Developing potential in others.

Further details of how to show these skills can be found in the document "Guidance on responsible experience" which can be found at www.iop.org (About Careers in Physics, Chartered).

At an absolute minimum this will take you at least five years, and experience shows that candidates who have completed a company training scheme accredited for CPhys (ACTS) are more likely to actually reach the required level of competence in this minimum time period.

2.2 How do I prove I have these competences?

By providing a professional report summarising your training, skills and experience which may consist of a continuous text as described below or a shorter summary that refers to a portfolio of evidence of your training and experience if you have one.

2.2.1 Accredited Company Training Scheme (ACTS) Route

The IPD section of your professional report is provided by reference to the Institute ACTS you have completed. You then need only document your current job, responsible experience and CPD progress and planning.

2.2.2 General Experience Route

You provide the full professional report including documentation of your IPD.

We do need to check the information, but rather than ask you for lots of counter-signatures we just ask you to choose two supporters who can verify the information you have given us. Details of requirements for supporters are given in section 5 below.

Don't forget that two years of your experience has to be at a responsible level

2.3 Your professional review report

We ask every applicant to send us a professional review report. However for those coming from an ACTS, the IPD section may be omitted. This report, explained below, summarises and links your experiences to the competences for CPhys. It also highlights how you have gained experience at a responsible level and provides us with a very accurate snapshot of your career at the time of application.

The report should be structured as follows:

- Introduction – outlining your current role.
- Initial Professional Development (IPD) – specifying the experience you have gained in the competence areas (not required with ACTS. Instead there should be a signed declaration from the candidate's line manager that the candidate has completed the accredited training scheme. In this case the total report length should be 800-1500 words.)
- Responsible experience – giving three examples of how you are using your physics knowledge and skills to work at a professional level. These examples must be spread over at least 2 years to prove you have been working at a responsible level for this period.
- Continuing Professional Development (CPD) – detailing activities undertaken during your working life and outlining future career plans that will ensure you meet the revalidation requirements.

To help you write this report we have provided a template. You can download it as an editable word file from www.iop.org (How do I become a member?). **You are strongly recommended to use the template as not doing so will mean your application takes longer to process.**

If you are applying for more than one chartered status you will need to address different competencies and must write a separate professional review report for each application.

3. Interviews

The aim of the interview is to confirm the information supplied within the application and to verify that you meet the standards required of a Chartered Physicist. Interviews will last between 30 and 60 minutes. Further guidance will be supplied once the need for an interview is confirmed.

4. How long will my application take to write?

We find it takes people approximately three hours to complete an application for any chartered status if they do it all in one sitting.

The requirements for CPhys are constantly reviewed for relevance and so it is important that you submit your application as soon as it is complete to ensure that it complies with the current standard.

5. Choosing your supporters

Applications for CPhys need two supporters who can verify the information in the application and comment on your suitability for CPhys.

Please consider the following when choosing your supporters

- Normally both supporters should be Chartered Physicists.
- Occasionally the panel will accept applications from people who have only one Chartered Physicist supporting them. In this case the second supporter should be a Chartered Engineer, Chartered Scientist or Chartered Chemist and the reason for your choice should be explained in a covering letter.
- Normally one supporter should be outside your work place. The panel request this to ensure independence of opinion. There are circumstances where the applicant's role and experience are particularly confidential and this might not be sensible or practical. In this case you should contact the professional Standards Office for advice before submitting your application..
- Both supporters should have known you (or known of you) for at least one year.
- Remember that you must not be related to either of your supporters.

If it requires more than one supporter to verify your information, this is acceptable but the absolute minimum number should be specified.

You should make sure that the supporters are willing and able to verify your information and that they are contactable during the ensuing couple of months following your application. The most common cause of delay in processing applications is unavailability of supporters.

In the event of inconclusive comment from supporters we may contact them for further information or ask you to nominate a third.

Additional guidance can be found in the document called "Choosing your supporters" which can be found at www.iop.org (How do I become a member?)

6. How applications are assessed

A panel of five Chartered Physicists sees each application. The panel assesses the information in the application, and the comments of the supporters, and compares these against the requirements for Chartered Physicist. The panel will choose to accept, reject or defer the application. Occasionally applications are deferred to allow the candidate an opportunity to supply additional information. Other deferrals are generally due to insufficient responsible experience. Where an application is deferred or rejected the applicant will always receive a letter explaining the reason for this and suggesting a future course of action.

7. How long will my application take to be processed?

- The membership department will normally acknowledge receipt of your application and acknowledge that it is in due form within 14 days and send out your supporter forms within four weeks.
- You will normally receive a decision on your application within six weeks of your supporters returning their forms.

Complicated cases will inevitably take longer and it is in your interest to make sure that the information supplied is as complete as possible and that your supporters are willing, able and available.

Subscription fees for 2007

GRADE	Years in paid employment	Fee
Fellow	n/a	£112
Member	9+	£83
	7-8	£63
	5-6	£50
	3-4	£33
	1-2	£24
Other grades studying physics or a related subject ¹	n/a	£13
Part-time employment AND income greater than £10 000 p.a. – all grades	n/a	£41
Income less than £10 000 p.a.	n/a	£13
CEng registration fee p.a. (passed to EC (UK) in full)	n/a	£25
CPhys registration fee p.a.	n/a	£15
CSci registration fee p.a. (passed to Science Council in full)	n/a	£15

REMISSION² (applies to subscription rates only)

Retired: 55-60 (all grades) -25%

Retired: 60+ (all grades) £41

Retired: 70+ (all grades) £0

RECIPROCAL AGREEMENTS²

Royal Astronomical Society Fellows, members of the Royal Meteorological Society and members of the Institute of Physics and Engineering in Medicine may reduce their membership subscription rate by 25% (please indicate RAS/RMetS/IPEM on application form).

How to apply

All candidates must submit three copies of:

- application form, including sufficient supporter details
- CV
- degree certificates. (Please do not send original certificates)
- organisational chart
- professional review report (see above)
- Masters equivalence report where necessary

Unfortunately we will have to return incomplete or overlong applications to you.

Contact details

Please send your application to:

Membership Department
The Institute of Physics
76 Portland Place
London
W1B 1NT
United Kingdom

If you have any questions

- either telephone: +44 (0) 20 7470 4800
- or e-mail: cphys@iop.org

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