ENGINEERS EUROPE

Fédération Européenne d'Associations Nationales d'Ingénieurs
European Federation of National Engineering Associations
Föderation Europäischer Nationaler Ingenieurverbände

EUR ING
Guidance on Continuing Professional Development (CPD) Updating

June 2026

Written by the
ENGINEERS EUROPE Certification Committee (CC)

Introduction

Engineers play an important role in improving all aspects of human society. Today education, health care, food production, science, gaming, commerce, industry, defence, transport, sustainable development, politics, all would not be possible without the results of engineering.

Rapid changes in societal technologies also demands from engineers to update their own knowledge and skills and attitude. Redundant technologies disappear and emerging technologies appear. The benefits of mobile computers and the internet backbone make people more and more independent in finding information and the abundance of it is making life sometimes easier and sometimes harder.

Lifelong Learning (LLL) and Continuing Professional Development (CPD) has been a focus for ENGINEERS EUROPE for more than 25 years. LLL/CPD is focused on the professional growth an engineer engages during his/her lifetime and the formal recognition thereof by the various European professional societies of engineers. This formal recognition through the EUR ING certificate is a valuable enhancement for engagement into future career growing opportunities.

More information: https://www.engineerseurope.com/policy-guidelines

ENGINEERS EUROPE National Members follow an agreed CPD Policy. This is the "Policy on Continuing Professional Development" and was approved in 2015. This was updated in 2026.

From January 2023, a revised standard for EUR ING was introduced by Certification Committee (formerly EMC). This required EUR ING Certificate holders to be reassessed after five years with a focus on the extent to which they have maintained their CPD and remain current in their engineering field.

The EUR ING on-line application tool states:

- *The EUR ING Certificate requires demonstration that any candidate should have maintained Continuing Professional Development (CPD) during his/her activities as a professional engineer. You are requested to list the relevant CPD undertaken – especially in the period before application but not more than the previous five years. Include the evidences as considered relevant.*

- *CPD is the core of lifelong learning (LLL) for engineers and is a condition for the maintenance of high engineering professional standards.*

- *After five years as a EUR ING certificate holder, you must renew your EUR ING Certificate. You will need to demonstrate that you have conducted appropriate CPD activities before renewal is granted. You will be informed of the need to provide evidence for renewal at least 90 days prior to the date of renewal.*

- ***All CPD must be recorded in the CPD section of the EUR ING on-line application tool.***

- *Your National Member Committee (NMC) will make an assessment of your CPD and if content, will pass your CPD record to the Certification Committee (CC) for final assessment. If successful, and your payment has been received, your EUR ING Certificate will be renewed for a further five years.*

EUR ING Certificate holders should note the following requirements.

1. Over the five year period, you should have completed at least 100 hours of CPD. This is an average of 20 hours per year.

2. CPD falls into two broad categories

    A. Formal CPD (on-line, blended and face to face) such as:
        - Formal post graduate academic courses.
        - External training courses (on-line, blended and face to face).
        - In-company training courses

    B. Informal CPD such as
        - Service in professional engineering organization activities.
        - Technical visits or assignments.
        - Updating professional development based on individual study.
        - Preparation and presentation of a technical paper in a conference.
        - Preparation and technical publication(s) in a journal or in a book.
        - Teaching or instructing in CPD related activities.
        - Other forms of CPD

3. At least 8 hours per year (40%) of your CPD should be from Category A with the remainder from Category B.

4. For all CPD described under Category A, you should provide (if appropriate) a copy of the Certificate.

5. For all CPD, you should provide information on the Learning Outcomes and any extra information relevant to the CPD record. It is important that you reflect on what you have learned and how your engineering role and function has improved as a result of your CPD activity.

6. Where there have been personal reasons for a gap in CPD records, such as for a period of sickness or career break, this should be explained so that assessors understand the reason. There is no requirement for information of a personal nature to be included.

The EUR ING Application e-tool

In advance of you reaching the end of your five year EUR ING registration, you will be reminded that you need to make sure your CPD records are up to date. You **MUST** use the Application e-tool to record your CPD. At the same time, you may wish to update other details in the e-tool such as your personal information.

Details of how to complete the CPD section in the Application e-tool is shown overleaf.

Please also refer to the EUR ING Tutorial which describes the process for EUR ING Re Certification.

E-tool Step 6	**Details of your Continuing Professional Development (CPD)**

The EUR ING Certificate requires demonstration that any candidate should have maintained continuing professional development (CPD) during his/her activities as a professional engineer. CPD is the core of lifelong learning (LLL) for engineers and is a condition for the maintenance of high engineering professional standards.

You are requested to list the relevant CPD undertaken – especially in the period before application but not more than the previous five years. Include the evidences as considered relevant.

After five years as a EUR ING Certificate holder, you must renew your EUR ING. You will need to demonstrate that you have conducted appropriate CPD activities before renewal is granted. You will be informed of the need to provide evidence for renewal at least 90 days prior to the date of renewal.

All CPD must be recorded in the CPD section of the EUR ING on-line application tool. For candidates re-registering, your National Member Committee (NMC) will make an assessment of your CPD and if content, will pass your CPD record to the Certification Committee for final assessment. If successful, and your payment has been received, your EUR ING Certificate will be renewed for a further five years.

EUR ING Certificate holders should note the following requirements.

1. Over the five year period, you should have completed at least 100 hours of CPD. This is an average of 20 hours per year.

2. CPD falls into two broad categories

A. Formal CPD (on-line, blended and face to face) such as:
- Formal post graduate academic courses.
- External training courses (on-line, blended and face to face).
- Certificated in-company training courses

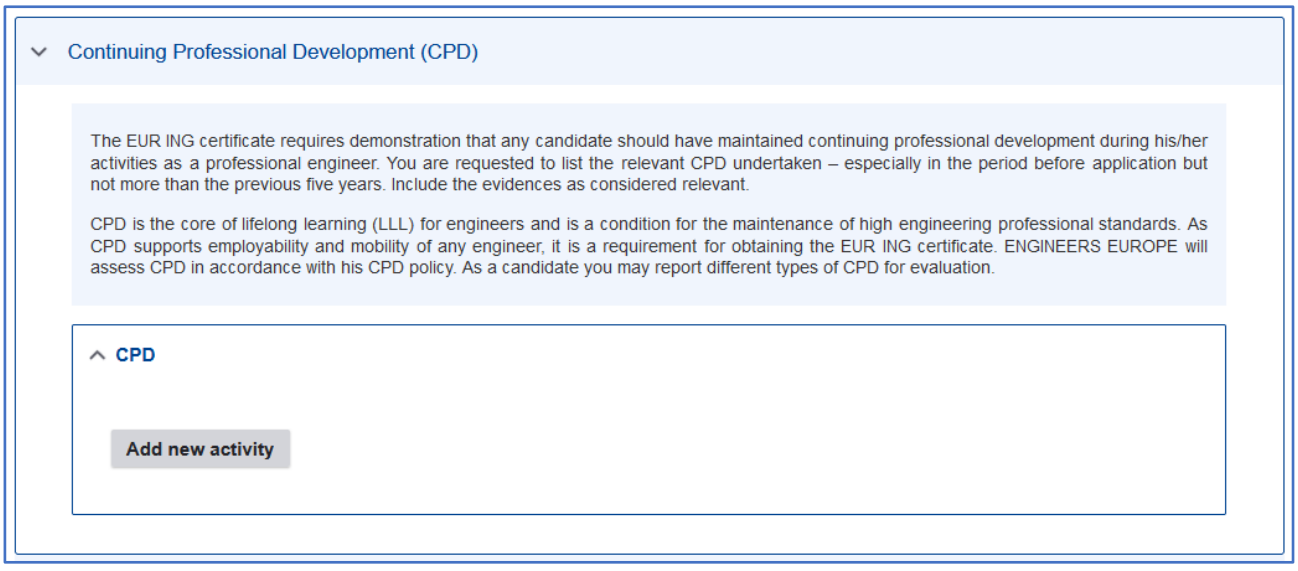
B. Informal CPD such as
- Service in professional engineering organization activities.
- Technical visits or assignments.
- Updating professional development based on individual study.
- Preparation and presentation of a technical paper in a conference.
- Preparation and technical publication(s) in a journal or in a book.
- Teaching or instructing in CPD related activities.
- Other forms of CPD

3. At least 8 hours per year (40%) of your CPD should be from Category A with the remainder from Category B.

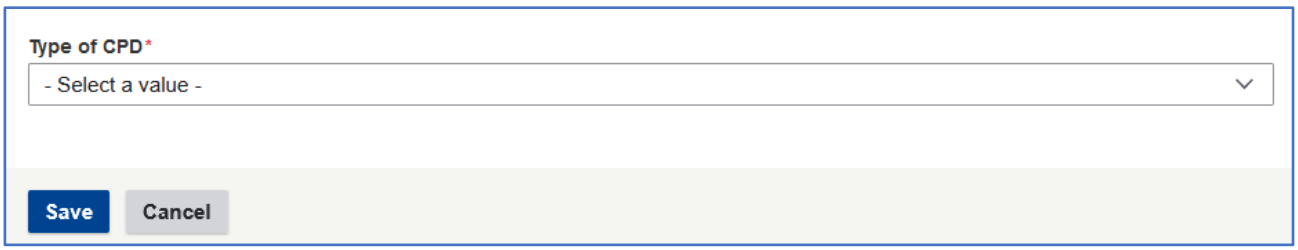
4. For all CPD described under Category A, you should provide (if appropriate) a copy of the Certificate.

5. For all CPD, you should provide information on the Learning Outcomes and any extra information relevant to the CPD record. It is important that you reflect on what you have learned and how your engineering role and function has improved as a result of your CPD activity.

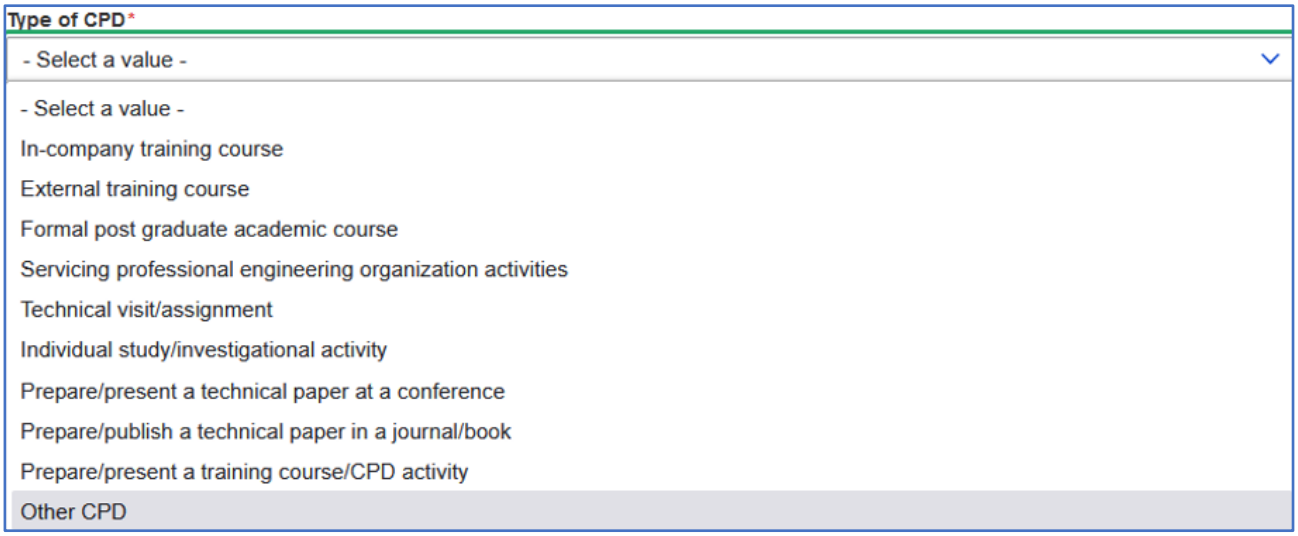
When you open the **Continuing Professional Development (CPD)** tab the following will appear



When you click on the **Add new Activity** tab you will be able to choose the type of CPD from a drop down list.

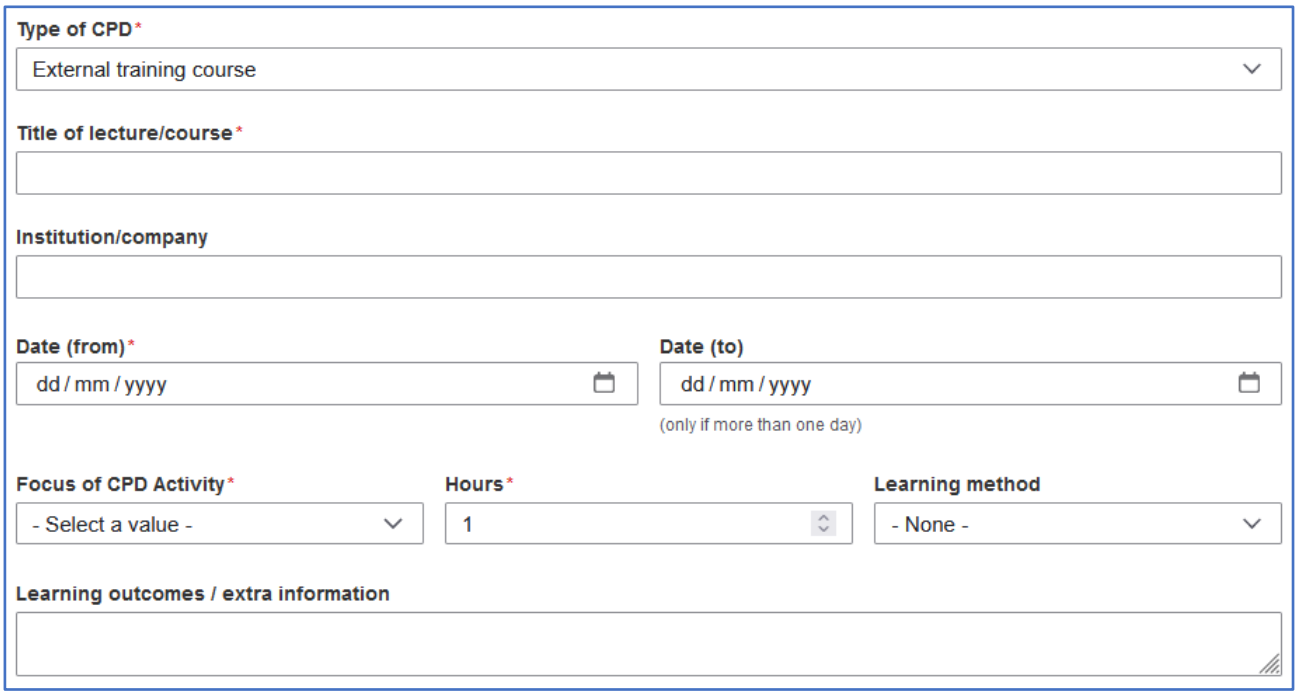


The drop down list includes



Describing your CPD

Once you have chosen the **Type of CPD** the following tab will open. You can change the Type of CPD from the drop down list if needed.



Specific Certification Committee Guidance

- You should note the two drop down menus at the bottom where you can select the **Focus of CPD Activity** and the **Learning method.** All is self explanatory.

- When describing the **Learning outcomes/extra information**, the box can be expanded. Certification Committee recommends that you use this box to reflect upon what you have learnt and what you can now do as a result of the participating in the CPD

Uploading evidence of your CPD

This is self explanatory



Specific Certification Committee Guidance

- You can upload certificates of attendance, completion or achievement. This on-line application tool allows you to update CPD activities on an on-going basis.

- When your renew your EUR ING after five years, your CPD will be reviewed. It is a very good idea to keep your CPD records up to date on an on-going basis. You can use this on-line application tool to do that.

- CPD is more than a list of the courses, activities and events you have attended. Best practice is to reflect upon what you have learned and how you will apply this new learning.

- CPD takes many forms, including, for example:
    - Formal post graduate academic courses.
    - External training courses.
    - Service in professional engineering organization activities.
    - Technical visits or assignments.
    - Updating professional development based on individual study.
    - Preparation and presentation of a technical paper in a conference.
    - Preparation and technical publication(s) in a journal or in a book.
    - Teaching or instructing in CPD related activities.
    - Other forms of CPD

Finally you should certify the information as being correct before you submit

Your application will be first reviewed by the respective ENGINEERS EUROPE National Monitoring Committee. If it is validated it will be processed on European level by ENGINEERS EUROPE (European Monitoring Committee) for final decision. This procedure may take up to one month before your application is assessed. Feedback on the outcome of the evaluation will be sent as soon as possible. ENGINEERS EUROPE appreciates dissemination amongst peers of the EUR ING certificate.

Do not forget to tick the box below to finalize your application.

☐ I certify that the above-mentioned information is correct.*

Save draft **Save and Submit**

Document Control

Every time updates to the Candidates Guide to EUR ING Application Using the On-line Application Tool are agreed by CC, these should be summarised on this table.

Version	Date Approved	Overview of Changes	Author
1	June 2026	• Guidance introduced	CC