

Fellowship Application Checklist

Prior to commencing your fellowship application we recommend ensuring that you have the following information prepared in advance:

Criteria	You will need ...
Personal Details	Full name, CIPS membership number and email address
<ul style="list-style-type: none"> MCIPS status 	Current MCIPS and have been a full member (MCIPS) for at least two years
Career Achievement	Typically a Fellow of CIPS would be in a senior management role in the procurement and supply management profession, and/or have held senior positions for at least 3 in the last 10 years
<ul style="list-style-type: none"> Career History 	Taken from your current CV
<ul style="list-style-type: none"> Job Description 	Current organisational job description
<ul style="list-style-type: none"> Organisation Structure 	Current organisational structure chart
Personal Integrity and Suitability	A Fellow of CIPS is of a good character, has a high level of professional knowledge and experience showing an outstanding competence and strategic level of achievement
<ul style="list-style-type: none"> Letter of Support 	A minimum of one letter is required but you may submit further letters in support of your application
<ul style="list-style-type: none"> Up to date CIPS Ethics test 	Whilst not an essential requirement, an up to date CIPS Ethics test is deemed to strengthen your application
Wider Contribution to the Profession	A written summary of your contribution, use no more than 500 words
Future Contribution as a Fellow	A written summary of your planned future activity/commitment, use no more than 500 words
Additional Evidence	Evidence of published articles and books Qualifications in Procurement & Supply Management at degree level or equivalent