

The Chartered Institute of Patent Attorneys

APPLICATION TO BECOME A FELLOW, ASSOCIATE OR STUDENT *(delete as appropriate)*

Name (in full) Nationality

Business Address (or if none, usual address)

.....

Tel. Number (direct) (switchboard)

Fax. Number

E-mail address.....

DX Box Number (UK) Date of birth

Qualifications
and experience

.....

.....

(in the case of applicants for Associateship under Bye-law 5(b) or 5(c) or for Studentship, please state the name of the patent agent to whom you are a technical assistant)

I hereby apply to become a Fellow/Associate/Student of the Chartered Institute and undertake that if elected to the membership class noted above I will abide by the Charter, Bye-laws and Rules of the Institute, and will promote its objects.

Signed Date

* * * * *

I, the undersigned, having personal knowledge of the above named candidate, and being convinced of the candidate 's qualifications and suitability, and good repute, make this proposal for election to the class named above.

Signed (Fellow) (Name) Date

* * * * *

**The form must be signed by one further Fellow in the case of an application for election as a Fellow or as an Associate who is a trainee patent agent;
or by four further Fellows if the application is by someone not engaged in the profession of patent agency.**

Signed (Fellow) (Name)

..... (Fellow) (Name)

..... (Fellow) (Name)

..... (Fellow) (Name)

EXTRACTS FROM THE BYE-LAWS OF THE INSTITUTE

Definition (Charter Clause 2)

“**Intellectual Property Practitioner**” means a person who has been entered on any register or list of persons qualified to practise in Industrial Property before the UK Intellectual Property Office or before regional or international intellectual property offices.

Qualification

Fellows : Bye-law 4

The following persons shall be eligible for election as Fellows of the Institute:

- (a) Every person of good repute who has passed an examination or examinations declared in the Rules of Examination (as made or altered from time to time)(*see overleaf*) to appertain to the class of Fellows, and who is entered on the Register of Patent Attorneys. Nevertheless, the Council may dispense with any or all of the papers of the examination or examinations in the case of any such person whose education, experience or standing in the profession justifies his candidature in the opinion of the Council.
- (b) Every person of good repute who has been an Associate, and is entered on the said Register, and has ceased to be an Associate in accordance with the provision of Bye-law 5.

Associates : Bye-law 5

The following persons shall be eligible for election as Associates of the Institute:

- (a) Every person of good repute who, not being in practice as an Intellectual Property Practitioner, is, in the opinion of the Council by reason of his connection with the Law, Science, or the Arts, qualified and able to advance the objects of the Institute.
- (b) Every person of good repute who is an Intellectual Property Practitioner but is not eligible for election as a Fellow, and who is in the opinion of the Council qualified and able to advance the objects of the Institute.
- (c) Every person of good repute who
 - (i) has been for at least three years engaged in the business of a Fellow or Fellows of the Institute and has acquired good repute therein, or
 - (ii) has been or is a Student of the Institute and is engaged in the business of an Intellectual Property Practitionerand has passed an examination or examinations declared in the Rules of Examination (as made or altered by the Council from time to time)(*see overleaf*) to appertain to the class of Associates.

Students : Bye-law 9

The following persons shall be eligible for admission as Students of the Institute:

Every person who is engaged in the business of an Intellectual Property Practitioner or who is studying for any examination that is run by or on behalf of the Institute or gives exemption from any Examination so run and who has passed an examination or examinations declared in the Rules of Examination (as made or altered by the Council from time to time)(*see overleaf*) to appertain to Students.

British Oversea Members : Bye-law 6

The following persons shall be eligible for election as British Oversea Members of the Institute:

Every person of good repute who is a British subject and who, in the opinion of the Council, has been established in practice in the field which includes patents for inventions and designs, trade marks and other matters the subject of protection by grant or registration for a sufficient length of time outside the United Kingdom and neither has an office nor practises in the United Kingdom.

Foreign Members : Bye-law 7

The following persons shall be eligible for election as Foreign Members:

Every person of good repute and not a British subject who, in the opinion of the Council, has been established in practice in the field which includes patents for inventions and designs, trade marks and other matters the subject of protection by grant or registration for a sufficient length of time outside the United Kingdom and neither has an office nor practises in the United Kingdom.

Election

Bye-law 11

The election to all classes of the Institute, except those of Honorary Members and Students, shall be by ballot at an Ordinary or Annual General Meeting; provided that not less than ten Fellows are present and vote, and not less than three-fourths of those voting vote for the candidate.

- (1) A person desirous of being elected as a Fellow, Associate, British Oversea Member or Foreign Member of the Institute shall be proposed and recommended according to a form to be prescribed by the Council, in which the full name, the place of business, if any, or, if none, the usual residence, and the qualifications of the candidate shall be distinctly specified, and also the class to which election is sought. The form shall also contain an undertaking to the effect that the candidate will, if elected, abide by the Bye-laws and Rules of the Institute and promote its objects, and shall be signed by him.
- (2) When the candidate seeks election as Fellow or as Associate and is qualified other than by examination, the form shall also be signed by a Fellow as proposer, having personal knowledge of the candidate, and by four other Fellows who, as well as the proposer, must certify to their conviction of the candidate's qualifications and suitability for the class to which he desires to be elected. When the candidate is, or intends to be, qualified for election by examination, the form shall be signed by him, and also by one Fellow as proposer, having personal knowledge of the candidate, and by another Fellow, who, as well as the proposer, must recommend him as a fit person for election, and when the candidate has or shall have passed the examination, his proposal form shall be endorsed with a certificate to that effect. When the candidate seeks election as British Oversea Member or Foreign Member, the form shall be signed by him and by three Fellows who shall recommend him, and shall state in writing the extent of their knowledge of him.
- (3) The form proposing a candidate for election as a Fellow, Associate, British Oversea Member or Foreign Member shall be delivered to the Secretary, who shall submit it to the Council at two Council meetings, and if at the second of such meetings or at a subsequent meeting the Council find the candidate qualified according to the Charter and Bye-laws, and if the proposal be approved by the Council the candidate shall be balloted for at a General Meeting, whether Ordinary or Annual, held not less than six days after such approval.
- (4) Every such person duly elected a Member of the Institute shall be informed of such election or admission by a letter in a form to be prescribed by the Council, and every such person shall pay the entrance fee and annual subscription for the current year within two months, or in the case of a British Oversea Member or Foreign Member within four months, after the date of his election or admission, which otherwise shall become null and void; but the Council may extend the time.

By-law 14.

Students shall be elected by the Council, and any person qualified according to Bye-law 9, and desiring to be elected, shall make application to that effect on a form to be prescribed by the Council, and such form, which shall contain an undertaking to the effect that the candidate will, if elected, abide by the Bye-laws and Rules of the Institute and promote its objects, shall be signed by the applicant and by a Fellow of the Institute.

Entrance Fees and Subscriptions

By-law 22

Every Member shall, on election, pay an entrance fee appropriate to his class of membership which shall be determined in accordance with the provisions of Bye-law 24. *{the entrance fees from 2010 are £25 when a member is first elected as a member of the Institute and £12.50 when transferring from one class to another}*

By-law 23

Every Member, except Honorary Members, shall pay an annual subscription the amount of which shall be determined in accordance with the provisions of Bye-Law 24. *{the annual subscriptions for 2010 are £371 for Fellows; £285 for Associates; and £163 for Students. A applicant for Studentship who is not employed in the profession may apply to pay a subscription of 50% of the usual subscription, but will not receive paper copies of the CIPA journal, which can be accessed online from the Institute website}.*

Rules of Examination

1. Subject to the Rules which follow, the subjects for examinations, the conditions of entry and fees and the requirements for the passing thereof, for the admission of Fellows, Associates and Students to the Institute, shall be the same as provided by the Regulations made with the approval of the Comptroller under the Register of Patent Agents Rules for the time being in force.
2. Under Bye-law 4 the following have been declared by the Council to appertain to the class of Fellows:
 - Any qualifying examination which is accepted as the basis for registration as a patent attorney.
3. Under Bye-laws 5(b) and 5(c) the following have been declared by the Council to appertain to the class of Associates:
 - (a) The Intermediate Examination as held prior to June 1991;
 - (b) An examination leading to the award of the Certificate in Intellectual Property Law at Queen Mary College in the University of London;
 - (c) An examination leading to the award of the Certificate in Intellectual Property Law at Manchester University.
 - (d) Paper T3 on Advanced Trade Mark Practice as set in 1990;
 - (e) The Patent Foundation Papers and the Common Foundation Papers or any alternatives thereto provided for under the Regulations for the Examinations for the Registration of Patent Agents and Trade Mark Agents.
 - (f) The European Qualifying Examination.
4. Under Bye-law 9 the following have been declared by the council to appertain to the class of Students:
 - Any examination conferring eligibility to sit the Patent or Trade Mark Foundation Papers in the Regulations for the Examinations for the Registration of Patent Agents and Trade Mark Agents.