

## Frequently Asked Questions about:

### APEGGA's Calgary Graduating Students' Workshop and Graduating Students' Luncheon and The Camp 18, the Corporation of Seven Wardens Iron Ring Ceremony

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*Camp 18 and APEGGA are two distinct and separate organizations who operate independently but cooperatively. APEGGA hosts a workshop and luncheon prior to the Iron Ring Ceremony which is administered by Camp 18, Corporation of Seven Wardens.*

#### **Workshop:**

- 1) Do I have to attend the APEGGA Workshop?  
*Attending the workshop is not mandatory; however, if you as a Graduate do not attend then you are not eligible to fill in the special application for Member-In-Training that is inside the Graduating Students application folder. If you miss this opportunity, you may apply for Member-In-Training status on our website using the online application form and will be required to pay the regular application processing fees.*
- 2) Where can I find the agenda and timing for the day?  
*This information is on the reverse side of the invitation letter enclosed in the Graduating Students Application folder that is given to graduates when signing up and sizing for the iron ring at the U of C Engineering Undergraduate Studies office.*
- 3) Is there a cost for the workshop?  
*There is no cost to Graduates and Assisting Professionals.*
- 4) If a graduate misses the deadline to sign up for the workshop at the U of C, who can he/she contact to see whether he/she may still attend?  
*The Calgary APEGGA Office as long as it is at least 3 days prior to the event. The current contact is Kate Handford at [khandford@apegga.org](mailto:khandford@apegga.org) or (403) 262-7714. However, you will not be able to participate in the Ceremony if you did not register prior to the deadline date.*
- 5) How do I sign up for the Workshop?  
*If you are graduating from the U of C, please sign up at the Schulich School of Engineering, Undergraduate Studies Office Room 204 at the same time as you sign and size for your ring. If you are a professional member, please contact the APEGGA office – Kate Handford at [khandford@apegga.org](mailto:khandford@apegga.org) or (403) 262-7714.*

#### **Graduating Student Application Forms for Member-In-Training:**

- 1) Who are these forms for?  
*These special forms/application packages are for graduates of a Bachelor of Science program in engineering, geology or geophysics from the U of C, U of A or Mount Royal University.*  
  
*Anyone who is graduating from a graduate program will apply using the online application available on our website and will be required to pay regular application processing fees.*

#### **Luncheon:**

- 1) Is there a cost for the luncheon?  
*The luncheon is hosted for graduates and assisting professional members **who attend** the workshop, otherwise there is an "at cost" fee which is outlined in the invitation letter enclosed inside of the Graduating Students Application folder.*
- 2) Do I have to attend the luncheon?  
*Attendance at the luncheon is not mandatory and is the choice of the individual. If you have indicated you will attend and then change your mind you should let APEGGA know prior to the deadline date as there is significant cost involved.*

- 3) If a Professional Member of my family is attending the workshop, may they also attend the luncheon?  
*Yes, they are invited to attend the luncheon as guests of APEGGA as a small token of Thanks for assisting with the workshop. Pre-registration is required for both the workshop and the luncheon.*
- 4) May I invite other guests to attend the luncheon?  
*Due to space constraints APEGGA is unable to accommodate additional guests at the luncheon. Professional members who assist at the workshop are invited to the luncheon as guests of the Association. Advance registration is required.*
- 5) Are there menu choices for the luncheon? What if I have special dietary requirements?  
*The menu is set for everyone as it is being hosted. Please contact the APEGGA office if you have special dietary needs. Current contact: Kate Handford at [khandford@apegga.org](mailto:khandford@apegga.org) or 262-7714.*

### **Camp 18 Iron Ring Ceremony:**

- 1) Who is eligible to participate in a Ceremony and how do they sign up for the Ceremony?  
*Graduates obtaining a B.Sc. in Engineering from the U of C or U of A on the date closest to the completion of their degree requirements – in Calgary this group would sign up at a specified time at the Undergraduate Studies office at the U of C – room ENC204. **Graduates do not get confirmation of attendance from Camp 18 – once you sign up at the U of C, it is your confirmation to attend.***

*Those graduating from MSc or Phd programs must meet eligibility requirements below and sign up with Camp 18, Corporation of Seven Wardens at [camj@shaw.ca](mailto:camj@shaw.ca) during a specified timeframe.*

*For more information and to register to attend the Iron Ring Ceremony, visit the APEGGA Website [www.apegga.org/PostSecondary/events\\_calgary.html](http://www.apegga.org/PostSecondary/events_calgary.html).*

Practicing Engineers must meet the following criteria:

1. Completion of a Bachelor Degree in Engineering at a Canadian University accredited by CEAB;
  2. Completion of a post graduate degree in Engineering at a Canadian University and having received registration as an E.I.T. in a Provincial Association;
  3. Failing 1) or 2), having received registration as a P.Eng. in a Provincial Association;
  4. In addition to the above, the Candidate must be deemed worthy by the Camp performing the ritual.
- 2) After filling out the application form for attendance at the Ceremony, will applicants receive a confirmation? From whom? When?  
*Camp 18 compiles a list of all Practicing Engineers who have registered for the Ceremony and as they rely on APEGGA to confirm membership and aid in determining eligibility to attend, the list is sent to APEGGA staff to verify. Once the list has been verified, approximately 1-2 weeks prior to the Ceremony, Camp 18 sends a confirmation email to each Practicing Engineer only who is eligible to attend the Ritual of the Calling of an Engineer Ceremony. This confirmation email includes venue, date, time and any important details related to the event. U of C Graduates do not get this confirmation email.*
- Those who are not eligible are notified by separate email.*
- Applicants will be sent a separate email from APEGGA inviting those attending the Ceremony to participate in the morning workshop. This email will include an outline agenda for the day and the current FAQ document.*
- 3) How do I replace my ring if it becomes too loose or too tight or if I lose it?  
*Contact APEGGA for replacement – by appointment only. Please contact Ashley Pessell at [apessell@apegga.org](mailto:apessell@apegga.org) or at (403) 262-7714. Only the first ring is free. The second ring is \$20.00.*

- 4) Can I sign up for the ceremony if I graduated from another school in Alberta/Canada/Foreign country a while ago?  
*Yes, the requirement to participate in the ceremony is to have a B.Sc., or B.Eng. degree from any Canadian University, or have received a post graduate degree at a Canadian University and be enrolled as an E.I.T. (Engineer-in-Training). Failing that, having received P.Eng. (Professional Engineer) from any Canadian jurisdiction in Canada.*
- 5) Can we take pictures during the ceremony?  
*No, in respect for the solemnity of the ceremony, photography is prohibited during the ceremony. Following the Ceremony there are opportunities to take pictures.*
- 6) What if I cannot make this Iron Ring ceremony? How do I cancel?  
*Please contact Janet Herrera at [camj@shaw.ca](mailto:camj@shaw.ca) for cancellation. You will need to re-apply online for the next ceremony.*
- 7) How long is the actual Ceremony?  
*The ceremony itself may take approximately 30 to 45 minutes. Also allow 30 to 45 minutes to collect your certificate. Overall please allow 1 1/2 hours, i.e., expect to leave the hall at about 3:00 PM.*
- 8) Maximum number of guests for the ceremony?  
*The maximum number of guests is 2. Spouse/significant other, or parents or close friend. As a courtesy to the ceremony participants and other guests it is requested that children under 12 years of age and infants not be in attendance.*
- 9) What if I want to bring more than the maximum number?  
*Depending on the total amount of participants and with approval of the Secretary of Camp 18, we may consider taking additional guests depending on the individual situation.*
- 10) What is the process for having a relative give me my Iron Ring?  
*Recipients may have an immediate family member present them with their rings who is an obligated engineer with at least 15 years of experience. Pre-registration is not required, simply identify yourself to a Warden at least a half-hour prior to the Ceremony.*
- 11) If a student misses the deadline to sign-up at the U of C, who should they contact to register for the Ceremony?  
*Camp 18 will not consider taking anyone that missed the deadline. The student must wait until the next Ceremony or attend another Ceremony within the existing Camps available in Canada. Visit [www.ironring.ca](http://www.ironring.ca) for the contact list. The deadline is rigid because of preparation including printing of certificates prior to the Ceremony.*
- 12) Do guests attending the ceremony have to be engineers?  
*They don't need to be engineers nor is there a requirement for guests to register for the ceremony.*
- 13) What is the dress code for the ceremony?  
*Business wear.*
- 14) Is there a cost for the ring?  
*The first ring is free of charge if you are graduating from a B.Sc. program at the U of C. There is a fee charged to Members-in-Training (MIT), Professional Engineers (P.Eng.) and undergraduate students from Universities other than the U of C, which is outlined in the registration form given only to them. There is a charge for all.*
- 15) If a student missed the ceremony and registers for the following one, does he/she need to pay for the ring?  
*Yes, she/he must pay for the ring. For detailed information about registration, please visit the APEGGA website where an ad will be published approximately two months prior to the ceremony. Ceremonies are held every year in the spring (March) and fall (November).*

- 16) What is the registration procedure for Canadian graduates that are not graduating from U of C?  
*If a student is not graduating from U of C, a confirmation of the completion of her/his Engineering degree from the University she/he went through must be sent via email to Janet Herrera at [camj@shaw.ca](mailto:camj@shaw.ca). **The confirmation letter must contain: complete name, discipline and convocation date.***
- 17) If graduates cannot attend the ceremony, can their ring be mailed to them?  
*NO, the only way to get the ring is by attending the ritual. The secretaries from other Iron Ring camps can be contacted through the list at [www.ironring.ca](http://www.ironring.ca) if the person wishes to attend to another ceremony available in other provinces.*
- 18) If a recipient is late for the ceremony, can she/he still participate in the Ritual and get the ring anyway?  
*It is recommended to be at the Ceremony 30 minutes prior to the start. Once the Ceremony starts the doors will be closed and nobody will be admitted. These people will be considered as "no show" and they will need to register for the next available Ceremony.*
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**CONTACT INFORMATION:**

APEGGA Workshop and Luncheon: please contact Kate Handford at [khandford@apegga.org](mailto:khandford@apegga.org) or (403) 262-7714

Camp 18 Iron Ring Ceremony: please contact Janet Herrera at [camj@shaw.ca](mailto:camj@shaw.ca) or Anast Demitt, P.Eng. at [camp18@telus.net](mailto:camp18@telus.net)

Graduating Students who have questions on how to sign up at the Undergraduate Studies office may contact [enginfo@ucalgary.ca](mailto:enginfo@ucalgary.ca)

Replacement Rings: please contact Ashley Pessell at [apessell@apegga.org](mailto:apessell@apegga.org) or (403) 262-7714