



Advice for those considering submitting an application to become a **Fellow of The Textile Institute**

It is important that these notes are read in conjunction with the paper: ***Regulations for Fellowship and Chartered Membership of The Textile Institute.***

Introduction

Many individuals apply for Fellowship of our Chartered Professional body because being able to display the letters CText FTI after their name is a visible declaration that they are a competent professional in the field of textiles and related subjects. Applications are rigorously scrutinised by the members of the Professional Qualifications Committee using specific criteria based on the regulations for becoming a Fellow.

Sadly some applications are rejected as insufficient information is provided for the Committee to make a well informed decision. This advice note has been drawn up to assist you in completing your application.

Are you already an Associate of The Textile Institute?

If the answer is 'yes' then please make this clear on your application form in Section 5 : Education. The TI office staff will confirm your status before the form is sent to the Professional Qualifications Committee for scrutiny.

If you have not already applied to become an Associate then it may be wise to do this first.

This paper does not cover the regulations on Associateship but they are available from the TI website.

In the next paragraph we ask applicants to provide evidence of training and knowledge to Associate level. It might be useful to append the new requirements for ATI so they can refer to them? I've put the gist at the bottom

If you choose *not* to apply for Associateship first then you **MUST** provide evidence of your training and knowledge of textiles to Associateship level in Section 6. (see appendix for attributes that Associates should have). You should clearly define those areas of your background and work that you wish to be taken into account to demonstrate your eligibility for Associateship, as opposed to those which are meant to demonstrate your eligibility for Fellowship.

How to demonstrate a major personal creative contribution:

Section 6 of the form, in which you must state the grounds on which your application for Fellowship is based, is often the most difficult to successfully complete.

Remember it is **your** personal contribution that the Committee will be assessing. Regulation 3 provides several criteria under which you may apply. In fact you may feel that you have succeeded in

contributing to more than one of these criteria. That's fine. You should consider these criteria carefully and then decide how best you can demonstrate your **personal** contribution.

Please note that the Committee will not consider achievements you have made that were part of your paid employment – in other words, simply as a result of doing your job. You must make it clear that what you have done is over and above the call of duty, not required as part of your employment but something that has benefitted the industry in a measurable way. Some examples:

- Your contribution may have resulted in you winning awards or being allocated exhibition space, for example. These would be good ways to demonstrate that your work has been accepted and has been beneficial.
- You may be able to demonstrate that through your personal triumphs a new development in processes or machinery has resulted in increased profit or has contributed to improvements in the environment.
- Over a prolonged period of time you may be able to show that you have contributed to research through peer reviewed publications, or that you have helped in the training or education of personnel working in textiles by developing technically advanced or novel teaching materials.

The important thing to do is convince the Committee that these things have occurred because of something **you** have done.

At the end of Section 6 it would help if you stated very clearly the grounds on which you wish your application to be based. You should use one (or more, if appropriate) of the 5 criteria under Regulation 3 to do this. Be clear, precise and to the point.

What about your Referees?

The application form states that the names of three referees should be given. Although Regulation 5 states that your referees should *preferably* be chartered – it really does help if they *are* Chartered Members, especially if they are Fellows.

Do let your Referees see the first 5 pages of your application as this may help them in formulating the reference. Remember that only one of your referees should be a current work colleague.

Finally....

If you need any further advice or assistance in completing your application then do not hesitate to contact the TI Headquarters. We may be able to provide a coach to assist you. Although this will not guarantee that your application will be successful, you may find this helpful.

Attributes that a Chartered ATI should have:

By virtue of their education, experience and relevant training Chartered Associates of The Textile Institute must be able to demonstrate:

- A broad general knowledge of the textile industry
- A high level of knowledge in one specialist textile area
- Ability to practise in their chosen field
- A high standard of professional competency as could be illustrated through such skills as: effective communication; interpersonal skills; decision making; accountability; problem solving.
- A commitment to maintain currency of knowledge in their field.