



Renewing Professional Registration (CSci, RSci, RSciTech)

Members wishing to retain their CSci, RSci or RSciTech designation must do so annually by keeping and submitting a continuous, up-to-date and accurate record of their PPD activities which:

1. demonstrates that their PPD activities are a mixture of learning activities relevant to current or future practice;
2. seeks to ensure that their PPD has benefited the quality of their practice;
3. seeks to ensure that their PPD has benefited the users of their work (employee, customer, student etc);
4. they can present as a written profile containing the evidence of their PPD on request.*

The PPD record should be submitted on the IST's standard PPD form along with the necessary registration renewal fee of £35 for CSci and £25 for RSci/RSciTech

In addition, IST membership must also be maintained in order to be eligible to remain on the Professional Registers, (the subscription amount being dependent on the level of membership) and whilst is the registrant's responsibility to ensure that renewal is completed by the relevant date, the IST will endeavour to provide a reminder one month before the registration renewal date.

The IST may use its discretion to allow members up to three months to demonstrate that they comply with the CSci, RSci or RSciTech standards.

Any member wishing to apply for an extension in submitting their compliance with the standards for CSci, RSci or RSciTech must fill in the form 'Application for an extension for re-registering'.

Members on an extended career break may not be required to revalidate registration for up to three years as long as they continue to pay the re-registrant fee. The IST may also allow registrants in exceptional circumstances (for example as a result of long-term illness) to defer validation for up to three years

Members wishing to defer validation for either of these reasons must fill in the form 'Application for deferment of registration'.

Registrants who fail to confirm annually to the IST that they comply with the necessary PPD standards, and Registrants chosen for audit who fail to meet the standards within 6 months, shall be removed from the register and shall lose the right to use the CSci, RSci or RSciTech designatory letters.

A registrant who wishes to appeal against a decision to remove her/him from the register because of non-compliance has the right to use the IST Appeals Procedure



The IST will inform the Science Council of the names of the Registrants to be removed from the register.

Registrants who are removed from the register must normally serve a minimum of 18 months before they may reapply to become a Registrant through any Licensed Professional Body.

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