

Membership Reinstatement/Readmission Process Effective from 16th March 2020- 16th September 2020

The reinstatement/readmission is applicable for all membership classes and the associated procedure based on the number of years in arrears, will be as follows.

1. Corporate Members

Stage	Years in Arrears	Recommendations
Stage 1	1-3 Years	<ul style="list-style-type: none">▪ Can pay the <u>reinstatement fee</u>, submit application for reinstatement and be reinstated in the membership after checking the availability of records at the Secretariat and acceptance by the Council. (Refer Note 01)
Stage 2	Over 3 years	<ul style="list-style-type: none">▪ Can pay the <u>readmission fee</u>, submit application for readmission and be readmitted in the membership after checking the availability of records at the Secretariat and acceptance by the Council. A <u>new membership number</u> will be issued. (Refer Note 02)

2. Associate Members

Stage	Years in Arrears	Recommendations
Stage 1	1-3 Years	<ul style="list-style-type: none">▪ Can pay the <u>reinstatement fee</u>, check the records of educational qualifications at the Secretariat, submit the application for reinstatement and be reinstated in the Associate membership after acceptance by the Council.
Stage 2	Over 3 Years	<ul style="list-style-type: none">▪ Can pay the <u>readmission fee</u>, check the records of educational qualifications at the Secretariat, submit the application for readmission and be readmitted in the Associate membership after acceptance by the Council. A <u>new membership number</u> will be issued.

Note 01:

- In the reinstatement process, the amount to be paid is determined on the following basis.
[Current year subscription rate* x No of years in arrears] + **Surcharge

* *Subscription rate prevailing at the time the written request is made by the member.*

** *Surcharge is currently set at 25% of the total overdue; this may vary according to council decisions from time to time.*

- Surcharge will not be applied if the arrears are only for the year prior to the year in which subscriptions are paid. However, if the arrears are for more than one year, surcharge is applied for all the years including the year prior to the one in which payment is made.
- All charges are subject to prevailing VAT rate at the time of making the payment.
- In the circumstances where members having extreme scenarios (such as disciplinary inquiries, mental and physical disabilities etc.), reinstatement will be solely made at the discretion of the IESL Council.

Note 02 :

- In the readmission process, the amount to be paid is determined on the following basis.
[Current year subscription rate* x No of years in arrears] + **Surcharge

* *Subscription rate prevailing at the time the written request is made by the member.*

** *Surcharge is currently set at 25% of the total overdue; this may vary according to council decisions from time to time.*

- All charges are subject to prevailing VAT rate at the time of making the payment
- All successful applicants will be issued **new membership numbers**
- In the circumstances where members having extreme scenarios (such as disciplinary inquiries, mental and physical disabilities etc.), re-admission will be solely made at the discretion of the IESL Council.

Other Classes of Membership

1. **Student Members:** Membership will be reinstated after verifying the status of the studentship on production of evidence of continued enrolment in the study program.
2. **Affiliate Members:** The procedure will be similar to the Associate Members.
3. **Associates and Companions:** The procedure will be similar to the Associate Members.