

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. Only evidence for the lapsed membership is sufficient (Refer Note 01).
Stage 2	Over 3 years	<ul style="list-style-type: none"> ▪ Option 1: Should apply for the <u>readmission to</u> membership as a new applicant and will be required to follow the process of registering as a fresh member with a new membership number (Refer Note 02). ▪ Option 2: Can pay the <u>readmission fee</u>, submit application for readmission and be readmitted in the membership. Only evidence for the lapsed membership is sufficient. A <u>new membership number</u> will be issued. (Refer Note 03)

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>, submit application for reinstatement and be reinstated. Only evidence for the lapsed membership is sufficient (Refer Note 01).
Stage 2	Over 3 Years	<ul style="list-style-type: none"> ▪ Option 1: Should apply for the <u>readmission to</u> membership as a new applicant and will be required to follow the process of registering as a fresh member with a new membership number (Refer Note 02). ▪ Option 2: Can pay the <u>readmission fee</u>, submit application for readmission and be readmitted in the membership. Only evidence for the lapsed membership is sufficient. A <u>new membership number</u> will be issued. ▪ (Refer Note 03)

Note 01:

- Amount to be paid = [**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

(a) Re-admission to Associate Membership:

The candidate is required to follow the process of registering as a fresh member with a new membership number. The process is,

- Submit an on-line application for readmission to the same grade of membership as earlier, supported by relevant certificates plus recommendations of four corporate members.
- Amount to be paid = Existing Entrance fee + Registration fee + subscription fee for the applying year
- Submit the payment receipt

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.

(b) Re-admission to Corporate Membership:

The candidate need not to sit for the 'B' Paper or to submit the documents required for normal PR route. However, the applicants will be required to submit the following:

- An application for re-admission to the same grade of membership as earlier, supported by four corporate members of IESL
- A current CV
- A report of 1500 – 2000 words, demonstrating the maintenance of the competences 3, 4, 5 of the PR manual that are evaluated for the Corporate membership
- Need to appear for an interview if the interview panel decides so.
- Amount to be paid = Charter processing fee

- Payment receipt.
 - 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.

Note 03 :

- Amount to be paid = [**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.

16th March 2020