



APPLICATION for MEMBERSHIP

SECTION 1 – PERSONAL DETAILS:

Surname:		Mr / Mrs / Ms / Miss
Given Names:		DOB:
Mailing Address: (Please tick appropriate box to identify whether this is a “Business” or “Private” address.)	_____ _____ _____ State: _____ <input type="checkbox"/> Business address <input type="checkbox"/> Private address	Postcode: _____
Employer:		
Current Position:		
Branch/Department:		
Business Address:	_____ _____ _____ State: _____	Postcode: _____
Home Address:	_____ _____ _____ State: _____	Postcode: _____
Business Numbers:	Tel: () Fax: () Email:	
Private Numbers:	Tel: () Mobile: Email:	

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ABN: 98 697 095 230

SECTION 2 – EDUCATIONAL QUALIFICATIONS:

(Please attach copies of academic results / transcripts)

- | | |
|--|---|
| <input type="checkbox"/> Year 10 or equivalent | <input type="checkbox"/> Diploma / Certificate |
| <input type="checkbox"/> Year 12 or equivalent | <input type="checkbox"/> Degree |
| <input type="checkbox"/> IFS Certificate IV level course | <input type="checkbox"/> IFS Diploma level course |

Qualification Awarded: _____ Year: _____

Educational Institution: _____

SECTION 3 – FINANCE INDUSTRY EXPERIENCE:

Name of Organisation	Position	Years of Service

(If insufficient space, please attach separate page.)

SECTION 4 – APPLICATION FOR MEMBERSHIP:

To the Council of the Institute of Financial Services Inc. -

"I wish to apply for IFS membership in the grade ticked below:

- | | |
|--------------------------|------------------|
| <input type="checkbox"/> | Fellow |
| <input type="checkbox"/> | Associate |
| <input type="checkbox"/> | Member |
| <input type="checkbox"/> | Corporate |

If admitted, I agree to be bound by the constitution, objects, code of ethics and any amendments or additions thereto, during the period of my membership." Also enclosed is ONE business and ONE personal reference.

NB: Business and personal references **ARE NOT REQUIRED** for applicants who have completed any IFS course.

SIGNATURE: _____

DATE: _____

SECTION 5 – PAYMENT OF FEES:

There is a **non-refundable** Application Fee of **\$55** (incl. GST) to apply for Membership of the IFS.

Membership Fees are paid after an applicant has been admitted to a specific grade of membership. The schedule of fees is listed below and includes GST:

Grade	Fee
Fellow	\$99
Associate	\$77
Member	\$55
Corporate	\$300

I have enclosed a \$55 cheque for payment of the Application Fee.

OR

I am paying the Application Fee by Credit Card:

My Credit Card details are as follows:

Deduct \$ _____ for Membership fee from: MASTERCARD VISA

 Expiry: _____ / _____

Signature: _____ Cardholder's Name: _____

OR

I am paying the Application Fee by Direct Deposit:

Account Name: Institute of Financial Services
BSB: 112 879
Account Number: 104 108 201
Bank: St. George Bank

NB: You MUST include your FULL NAME in your Reference Details.

NOTE: After the IFS Council considers your Application for Membership you will be notified by telephone of their decision. The appropriate **Membership Fee** will then be payable through one of the three methods listed above.

Membership Criteria

1. A person may apply for membership of the IFS if:
 - (a) the person is undertaking or has undertaken a course of study with the IFS or is otherwise professionally associated with the IFS;
 - (b) the person has undertaken some other approved professional qualification relevant to the financial services industry and their employment;
 - (c) the person provides, or is employed by an organisation which provides, financial services, including banks, building societies, credit unions, non-bank lenders and financial intermediaries; or
 - (d) in any other case, the person has experience or knowledge in the financial services sector and the Council exercises its discretion to admit the person into membership.

2. A member may apply to upgrade their membership of the IFS to an Associate or Fellow, subject to meeting any criteria that may be determined by the Council from time to time.

3. Membership will comprise the following grades:
 - (a) **Member**

The Council may at its discretion admit a person as a member of the IFS subject to the person meeting the requirements described in clause 1 of this Appendix.

A Member is not entitled to use any letters to denote his or her membership of the IFS.

 - (b) **Associate**

The Council may, on the application of a member of the IFS, upgrade him or her to the grade of Associate of the IFS, if:

 - (i) in the opinion of the Council, his or her professional standing is reputable; and
 - (ii) he or she provides, or is employed by an organisation which provides, financial services; and
 - (iii) he or she has satisfactorily completed or obtained:
 - A. any of the IFS's Certificate IV or Diploma level qualifications from the Financial Services Training Package; or
 - B. other approved professional qualifications relevant to the financial services industry and their employment, and the qualifications are at least equal in standing to an IFS Certificate IV or Diploma level course; or
 - (iv) the Council considers that there are exceptional circumstances to warrant his or her membership upgrade or that the member has made a substantial contribution to the financial services industry or to the IFS.

An Associate of the IFS may use the letters "AIFS" and no other abbreviation to denote membership of the IFS.

(c) **Fellow**

The Council may admit to the grade of Fellow of the IFS any member:

- (i) who has been an Associate member of the IFS for more than 5 continuous years and has attained substantial work experience during that time; and
- (ii) whose professional standing is reputable, in the opinion of the Council; and
- (iii) who has relevant professional qualifications; and
- (iv) who is employed in a senior position in the financial services or related industry.

A Fellow of the IFS may use the letters "FIFS" and no other abbreviation to denote membership of the IFS.

(d) **Corporate Member**

The Council may admit to membership as a Corporate Member, on terms and conditions it decides from time to time, any organisation or association whose objects include the provision of financial services or services associated with or supporting the finance industry.

(e) **Life Member**

The Council may, by resolution, award Life Membership to any Fellow or Associate member who is considered to have made an exceptional contribution and given valuable service to the IFS.

A Life Member will not be liable for annual and other subscriptions levied on members. A Life Member will cease to be a member of the IFS under clause 4(b), (c) and (d) of this Appendix.

4. A person will cease to be a member of the IFS in any of the following circumstances:

- (a) if subscriptions for membership remain unpaid for three months after their due date, which was notified to the member in writing, and in the opinion of the Council the member has been given reasonable opportunity to pay and has not done so; or
- (b) if he or she resigns his or her membership; or
- (c) if he or she becomes bankrupt or assigns his or her estate for the benefit of creditors, or is convicted of any offence or brings negative publicity to his/her organisation which in the opinion of the Council brings discredit to the IFS or its members, or is unable, in the opinion of the Council, to fulfil his or her responsibilities to the IFS because of mental or physical disability; or
- (d) if the member dies.

5. Any member ceasing to be a member under clause 4(a) or (c) of this Appendix may appeal against the termination of his or her membership in writing to the Council. The Council may at its discretion re-instate membership taking into account any changed circumstances.