

THE CHARTERED INSTITUTE OF MANAGEMENT AND LEADERSHIP

Commonwealth of Kentucky, United States of America



Membership Application form for Full and Fellow Membership Grade

Requirements

Applicants for the Member or Fellow grade must demonstrate that they meet the academic qualifications and professional experience requirements detailed below

How to Apply

Hardcopy applications must be made using this form which must be signed. The signature constitutes a contract to abide by the rules of the Institute. The supporting information and entrance fee required for each grade must be supplied with the application.

Code of Conduct

Members and Fellows must adhere to the Institute's Code of Conduct. A copy can be found in the Membership section of our website www.cimlglobal.us. A copy will also be included in new registrant's packs.

FOR OFFICE USE ONLY

Date Received	Fees Received

The data you provide will be stored electronically and used only for Institute purposes.

PERSONAL DETAILS:

*Male/Female Surname or Family Name:

**underline as appropriate*

Title: First Name:

Middle Name(s):

Date of Birth:

Nationality:

Please indicate the grade of membership you wish to apply for:

Member/Fellow

Conditions of Membership/Declaration

I wish to apply for membership of the Chartered Institute of Management and Leadership and I confirm that the details provided in this application are correct. I understand that should I wish to withdraw from membership I must notify the Executive Director of the Institute in writing.

I agree that upon election to membership I will be bound by the bylaws of the Institute's Charter and by the rules and regulations of the Institute.

Signed:

Date

CONTACT DETAILS:

Home

Address:

Town:

County/State:

Postcode/ Zip:

Country:

Email:

Phone Number:

Mobile:

Work (if Applicable)

Company/Institute Name:

Job Title:

Address:

Town:

County/State:

Postcode/ Zip:

Country:

Email:

Phone Number:

Fax Number:

Please state preferred mailing address **Home/Business***

Please state preferred email address **Home/Business***

****underline as appropriate***

QUALIFICATIONS (Post GCE A Level or equivalent):

Applicants for **Member** or **Fellow** must hold, one of the following qualifications:

- CIML Executive Diploma in Business Leadership, or
- Masters Degree in Management or related discipline from an Accredited Institution
- Full or Fellow Membership of a Recognized Professional Body.

Completed Studies:

University/College:

Qualification:

Main Subject(s):

Class or Distinction:

Date of award:

University/College:

Qualification:

Main Subject(s):

Class or Distinction:

Date of award:

University/College:

Qualification:

Main Subject(s):

Class or Distinction:

Date of award:

Current Studies (if applicable):

University/College:

Qualification:

Main Subject(s):

Probable date of completion:

Initial applications should, normally, be accompanied by a **transcript**.

REFEREES

Applicants for **Member** or **Fellow** should be supported by two referees. Nominated referees should;

- have a detailed knowledge and understanding of the applicant's work,
- confirm that, in their opinion, the applicant meets the requirements for Member or Fellow,
- be more senior than the applicant, or of equal seniority but working for a different department or organisation.

For Member

- At least one*referee should be an Full or Fellow Member of the Institute, or another person who can provide authoritative comment on the applicant's Management background and current work.
- At least one* referee should be the applicant's manager or employer.

*where an applicant's manager or employer is a Full or Fellow Member of the Institute, only one referee is required.

For Fellow

- Where possible, both referees should be Fellows of the Institute. Referees who are senior members of other relevant professional bodies may be accepted as an alternative.

Referee One:

Name:

Email:

Business details (if applicable):

i.e. [Company/Institute name, Department and Position held](#)

CIML grade (if any):

Other professional qualification (if any):

Referee Two:

Name:

Email:

Business details (if applicable):

i.e. [Company/Institute name, Department and Position held](#)

CIML grade (if any):

Other professional qualification (if any):

PROFESSIONAL RECORD - The Following page(s) will be copied for the membership Committee

Name:

Grade applied for:

Employment record

Please provide a list of your current and past employment. This should include the start and, if applicable, finish dates, the position held (job title), the department/section/division, Company/Institution, and a brief outline of the role.

Start and Finish Dates	Job Title, Department, Company/Institution name and brief job description

Note: This is a free field, rows and formatting can be added/amended as required.

SUPPORTING STATEMENT

The statement is an important part of the application and should make the case for acceptance by the Membership Committee for the desired grade. Additional information, for example a summary publication list, may be enclosed.

For Member

Applicants will be required to show that they have Seven years post graduation experience for which their Management/Leadership training is relevant, and that they have an appropriate level of professional standing.

For Fellow

Applicants for Fellow require senior professional standing based on demonstrable achievement and competence in the development or application of Management and Leadership. In addition to an approved qualification, applicants must satisfy one of the following:

- completion of Ten years of research in Management and Leadership which has made a valuable contribution to the subject,
- completion of Fifteen years responsible work requiring knowledge and application of Management and Leadership,
- Have made outstanding contributions to the development of Management and Leadership.

Supporting statement

Please give a detailed statement outlining how the above criteria have been met by your current and previous professional activities.