

Membership Reinstatement Process Effective from 8th September 2020

The reinstatement 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	▪ Submit an application for reinstatement (for web instructions click the link IESL Membership Reinstatement Process.pdf) and be reinstated after paying the arrears and evidence for the lapsed membership (Refer Note 01).
Stage 2	Over 3 years	▪ Submit an application for reinstatement (for web instruction click the link IESL Membership Reinstatement Process.pdf and be reinstated after paying the arrears and following the indicated procedure (Refer Note 2).

2. Associate Members

Stage	Years in Arrears	Recommendations
Stage 1	1-3 Years	Submit an application for reinstatement (for web instructions click the link IESL Membership Reinstatement Process.pdf) and be reinstated after paying paying the arrears and evidence for the lapsed membership (Refer Note 01)
Stage 2	Over 3 Years	▪ Submit an application for reinstatement (for web instructions click the link IESL Membership Reinstatement Process.pdf) and be reinstated after paying the arrears and following the indicated procedure (Refer Note 2).

Note 01:

- 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:

- 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.

AND

The applicants are required to submit the following:

1. An application for reinstatement to the same grade of membership as earlier, supported by FOUR Corporate Members of IESL (for Corporate membership) or by TWO Corporate Members of IESL (for Associate Membership)
2. A current CV
3. A report of 1500 – 2000 words demonstrating the maintaining of the competences 3, 4, 5 that are evaluated for the corporate membership (for Corporate Membership only)
4. The letter will be issued to the particular member informing that during his/her membership inactive period (lapsed period) that IESL is not undertaking the responsibility of his/her involvement in any place as an Associate/Corporate member and he/she is not entitled to count the lapsed period as valid when applying for HLF and HLM in future.

In the case of Corporate Members whose membership is lapsed due to non –payment of membership subscriptions for more than 3 years, the candidate will not be required to sit for the the 'B' Paper or to submit the documents required for normal route PR applicants.

If the evaluators are unable to make a decision based on the documents submitted, the candidate may be required to appear for an interview and/or submit more documentation.

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.

10th September 2020