

## Membership Admission Policy and Fee Structure

### Membership Subscriptions

Annual membership subscriptions with effect **1 April 2012**

	Joining Fee	Upgrade Fee	Annual Subscription
<b>Affiliate</b>	£25.00	N/A	£110.00
<b>Student</b>	N/A	N/A	£50.00
<b>Associate</b>	£25.00	N/A	£120.00
<b>Member</b>	£50.00	£95.00	£165.00
<b>Fellow</b>	N/A	N/A	£185.00

**We are offering a discount of 25% off the full membership subscription price to members based in India, Sri Lanka and Pakistan.**

### Pro-rata Arrangements

The subscription fee for Fellow, Members, Associates and Affiliates will be pro-rated depending on the date an application is received at the Chartered Institute for Securities & Investment. There are no pro-rata rates for Student members.

Join:	1 April to 30 June	100%
	1 July to 31 September	75%
	1 October to 31 December	50%
	1 January to 31 March	125% (the following year's subscription will be included)

### Concessionary Fees

Concessionary fees are available to those unemployed or on maternity leave. The rate is 50% of the full annual subscription. They are applicable only to existing FCSI/MCSI/ACSI and Affiliate members renewing their subscriptions.

Concessionary rates are applicable at time of renewal and proof will be required in the form of official documentation at time of renewal. The concessionary rates for **unemployed** and **maternity leave** are available for a maximum of **two consecutive renewal years** only, after which the full subscription fee will be due.

**Retired** members, who are not engaged in any paid work and aged 60 at the beginning of the subscription year are eligible for the retired concessionary rate of 50% of the membership fee, upon written confirmation of their circumstances.

### Membership Upgrades

For members moving from one category to another the following procedures apply:

#### **Student to Associate (ACSI) – Student to Member (MCSI)**

The student will have to complete the application form relevant for the category of membership they are applying for. The fee will be: The joining fee plus the subscription fee. Pro-rata fees will apply.

#### **Associate (ACSI) to Member (MCSI)**

The Associate (ACSI) wishing to become a Member (MCSI) on completing of a CISI higher level qualification i.e. Diploma & Masters must complete an upgrade form. The fee will be: The upgrade fee of £50 plus the difference between the Associate (ACSI) and Member (MCSI) subscription fee. No pro-rata fees will apply.

Members are also eligible to apply to become individually chartered. To find out more information, please visit the Chartered Status web pages.

## **Reinstatement Fees**

(These do not apply to Student or Affiliate members). If you allow your membership to lapse or you choose to resign, the following reinstatement fees apply.

### **Re-join in same year of lapse**

No application form is required. They will be £25 late payment fee plus your full subscription. No pro-rata arrangements apply.

### **Re-join within three years of lapse**

Complete the Membership Reinstatement form and pay a £25 administration fee as well as the full annual subscription fee. No pro-rata arrangements apply. If you are reinstating your membership with the three years of lapse, then you will reinstate at the original level, except for Fellows and chartered members who will re-join at the Member level.

### **Re-join after three years of lapse**

You need to join as a new member and satisfy all qualifying requirements.

## **Payment Method**

### **New members**

Payment is required by cash, cheque or by credit card. Firms who have a general account with the Chartered Institute for Securities & Investment may be invoiced.

### **Renewals**

#### Individuals

- The preferred method of payment is by direct debit; alternatively you may pay by cheque or credit card.
- Members renewing their membership by direct debit will receive a £10 discount on their subscription fee.
- A late payment fee of £25 will be applied to members renewing after the 30 June to cover additional administration costs incurred by the CISI.

## **Billing/Lapsing Timetable**

Please note that your membership will be lapsed if subscriptions remain unpaid after the 1 August.

## **Students**

Student membership is automatically awarded free to all CISI exam candidates upon booking an exam, paying the QRF fee and completion of their qualification registration.

It is also available to those studying for other industry qualifications, or those aspiring to work in financial services. A £50 fee is payable in this instance.

If you have any queries, or would like any further clarification please contact the Membership Department on +44 20 7645 0650.

**Please remember it is important that you keep us updated with your details and advise us of any change of address/circumstance. The results from our membership survey indicated that members would prefer to be contacted by e-mail. If you wish to be contacted in this way, would you please ensure that we have your correct e-mail address. Email: [memberservices@cisi.org](mailto:memberservices@cisi.org) or call the Membership department on +44 20 7645 0650.**