



ACT Careers Association Membership Form

Established in 2020, the ACT Careers Association (ACTCA) provides support and services to career practitioners, school staff and organisations who assist children and young people with their career development.

ACTCA membership

ACTCA membership is open to career practitioners, school staff, individuals, business and industry organisations interested in connecting with the careers industry in the ACT and Capital region. Members will be supported to build skills and knowledge to provide evidence-based career development services and/or programs to children and young people at work and in our community. The Association aims to build industry and stakeholder engagement.

ACTCA member categories and benefits

Professional member \$95

Professional membership is available to career practitioners who meet the minimum qualification described by CICA in the Professional Standards for Career Development Practitioners and the ACTCA's Constitution. Benefits are:

- ACTCA professional development (CPD) at member rate
 - Access to the ACTCA's Member's Room
 - ACTCA quarterly newsletter and email updates
 - Voting privileges at ACTCA meetings
 - Email signature block
 - ACTCA certificate of membership and recognition as a Professional member
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Associate member \$95

Associate membership is available to career practitioners who meet entry-level qualification for Associate status described by CICA in the Professional Standards for Australian Career Development Practitioners and ACTCA's Constitution. Benefits are:

- ACTCA professional development (CPD) at member rate
 - Access to the ACTCA's Member's Room
 - ACTCA quarterly newsletter and email updates
 - Voting privileges at ACTCA meetings
 - Email signature block
 - ACTCA certificate of membership and recognition as an Associate member
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Collegial member \$95

Collegial membership is available for individuals who wish to be involved in the careers industry but do not have a CICA endorsed career qualification. Collegial members agree to abide by the ACTCA's rules and Code of Conduct. CICA's professional standard requirements are not applicable to this membership category. Benefits are:

- ACTCA professional development (CPD) at member rate
 - Access to the ACTCA's website Member Room
 - ACTCA quarterly newsletter and email updates
 - Voting privileges ACTCA meetings
 - Email signature block
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Industry member \$130

Industry membership is available for education and/or training institutions, businesses, organisations and other industry stakeholders that support the vision, purpose and goals of the ACTCA. Industry members agree to abide by the ACTCA's rules and Code of Conduct. CICA's Professional Standard for Australian Career Development Practitioners requirements are not applicable to this membership category. Benefits are:

- ACTCA quarterly newsletter and email updates
 - Access to the ACTCA's Member's Room
 - Voting privileges at ACTCA meetings (1 vote per Industry member)
 - Access to ACTCA members/career practitioners contact details on request
 - Access to ACTCA CPD events – 2 members when CPD has unrestricted numbers and no cost. Additional members on request.
 - 1 member when CPD has limited participant numbers and no cost. Additional members on request.
 - 1 member when CPD has limited participant numbers and a cost. Additional members on request.
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Life member \$0

Life membership is awarded by the Association as an acknowledgment and recognition of outstanding and distinctive service of an ACTCA member to the ACTCA and field of careers. Nomination is made through the ACTCA Life Member nomination process.

Please contact the ACTCA Secretary (actcareersassoc@gmail.com) if you require more information about ACTCA membership or clarification regarding the ACTCA membership categories and eligibility.

ABN: 91 350 657 689

Download and completed ACTCA Membership Form. If applicable, attach a copy of your career qualification and email the membership form and qualification to ACTcareersassoc@gmail.com. Payment should be made when submitting the membership form.

Contact the Association if you have any questions or concerns.

1. Personal details

First name(s):

Surname:

Email address:

Postal address:

State/territory:

Phone:

2. Work details - paid or unpaid (if applicable)

Workplace/volunteer/organisation:

Position/role:

Work phone:

Work email:

3. Career qualification details (if applicable)

Post graduate qualification:

VET Code if applicable

Certificate IV qualification:

VET Code

Institution:

Year of graduation:

Evidence:

If applying for Professional or Associate membership* please attach a copy of your highest (AQF level) career qualification transcript with your Membership Form.

*Refer to the ACTCA membership categories for eligibility.

I have previously supplied a copy of my career qualification transcript/award.

List other career qualifications:
e.g. career qualification micro-
credential

4. ACTCA membership

Please check your membership category and provide additional relevant information.

<input type="checkbox"/> ACTCA Professional member	- \$95	I am currently a registered professional CDP with CICA.
<input type="checkbox"/> ACTCA Associate member	- \$95	I completed 15 CPD hours aligned to the CICA Standards during the last membership year. (Professional & Associate Members only)
<input type="checkbox"/> ACTCA Collegial member	- \$95	
<input type="checkbox"/> ACTCA Industry member	- \$130	<input type="text" value="Industry"/>
<input type="checkbox"/> I am a new member		

5. Transcript, consent and release of information

Please check the relevant statements below and indicate your preferred 'release of information' option.

Under the ACT Association Incorporations Act (1991) the 'register of members shall be open to inspection free of charge to any member of the Association'.

- ☐ I have attached a copy of my career qualification transcript. (Professional and Associate members only)
- ☐ I agree to complete and record at least 15 CPD hours this membership year. (Prof. and Assoc. members only)
- ☐ I agree to comply with the ACTCA rules and Code of Conduct. (All members)

Select one of the following options below

- ☐ I consent to my membership registration details being open to inspection.
- or
- ☐ I consent to my full name but no other information being open to inspection.

Signature:

Date:

Type your initial and surname in the absence of an electronic signature

6. Payment

Payment must accompany your completed ACTCA Membership Form.

Payment details

Account Name: ACT Careers Association
Bank: Teachers Mutual Bank
BSB: 812-170
Account Number: 310914

Date:

Please record the date of the funds transfer in the box above.

Ensure you include your *surname, initial* and *ACTCA membership* in your reference.
This ensures payment tracking.

OFFICE USE ONLY

Date received:

Qualification attached:

Member number:

Notes:

Date processed:

Approved membership category:

Tax Invoice number: