

C.A.E.T. Rules and Procedures for Membership

DEFINITION OF A MEMBER

- a) A person who has obtained National Registration in their respective field of Electroneurophysiology.
- b) A person having "FULL" membership without Canadian R.E.T. status prior to the incorporation as noted in the minutes of the Provisional Board of Directors meeting, and given unanimous approval by the Members at the first AGM of CAET, Inc. held in Winnipeg, Manitoba on the 24th day of June, 1966 or:
- c) A person having a National Registration in Electroneurophysiology no longer practicing who wishes to retain membership.

A MEMBER HAS VOTING PRIVILEGES

DEFINITION OF AN ASSOCIATE MEMBER

- a) A person interested in obtaining a National Registration in any field of Electroneurophysiology and interested in becoming a CAET Member.
- b) A person interested in furthering the science of Electroneurophysiology but not actively working in the field.

AN ASSOCIATE MEMBER HAS VOICE PRIVILEGES

APPLICATION PROCESS

Please send the following to Registrar:

MEMBER

- a) A photocopy of applicant's National Registration Certificate.
- b) A completed application form.
- c) A cheque or money order for \$65.00 (current annual membership dues).

ASSOCIATE MEMBER

- a) A completed application form.
- b) A cheque or money order for \$55.00 (current annual membership dues).

Upon receipt of the required information, the Registrar will forward the documents to the Board of Directors for approval. All approved applications for membership must be ratified by a vote of the members present at the Annual General Meeting.

ANNUAL DUES

Annual dues for members and associates (which may be subject to increase) are payable the first day of January. Notification of dues are forwarded at the beginning of November of each year with a reminder sent on March 1st. Non-payment of dues by April 1st will be grounds for termination of membership. The member will be notified by letter of same. The members name will be removed from membership's rolls and mailing list. The member will also become ineligible for any CAET awards or bursaries and will not receive the newsletter. The member may re-instate their membership by paying an extra \$5 late fee.

RESIGNATIONS

Should a member/associate wish to resign from CAET they must write a letter of resignation to the Registrar. A resigned member/associate wishing to reactivate their membership must follow the procedure that applies to new application. Members/association who do not indicate in writing their desire to withdraw from the Association, but who after proper notification, have not paid their dues by April 1st, will automatically be dropped from the membership list and privileges. Should a member wish to be reinstated, they must follow the procedure for new applicants.

C.A.E.T. Membership Application Form

Please circle one: MR. MRS. MISS MS MEMBER ____ ASSOCIATE ____

SURNAME _____ GIVEN NAMES _____

HOME ADDRESS _____

WORK ADDRESS _____

HOME PHONE: () _____ WORK PHONE:() _____

FAX: () _____ E-MAIL _____

NAME OF SUPERVISING PHYSICIAN _____

NUMBER OF YEARS TRAINING: _____

PLACE OF TRAINING: _____

YEAR OF REGISTRATION: _____ CERTIFICATE #: _____

PROFESSIONAL DESIGNATIONS (R.E.T., R. EP T. etc.)

CORRESPONDENCE PREFERENCE ____ ENGLISH ____ FRENCH

PREFERRED PLACE OF CORRESPONDENCE _____HOME _____WORK

LANGUAGES SPOKEN ____ ENGLISH ____ FRENCH ____ OTHER

I WISH TO BE INCLUDED IN THE MEMBERSHIP DIRECTORY: YES ____ NO ____

I WISH TO BECOME A CAET VOLUNTEER _____

SIGNATURE OF APPLICANT _____

DATE _____

**DON'T FORGET TO INCLUDE PROPER DOCUMENTATION
OR YOUR APPLICATION WILL NOT BE PROCESSED**

CAET OFFICE USE ONLY

DATE RECEIVED _____

DATE OF CONFIRMATION SENT _____

DOCUMENTATION

COPY OF REGISTRATION CERTIFICATE _____

APPLICATION FEES MEMBERSHIP _____ APPLICATION FEE _____

RECEIVED BY _____ (REGISTRAR)

APPROVED BY _____ (BOARD MEMBER)