

## APPLICATION FOR STUDENT MEMBERSHIP

Please complete both sides of the form.

**YOUR DETAILS:** Salutation:  Ms  Mrs  Mr

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_ Suite \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code/Zip: \_\_\_\_\_ Country: \_\_\_\_\_

**YEAR OF BIRTH:** \_\_\_\_\_

**TELEPHONE #** (Business): (\_\_\_\_) \_\_\_\_\_ (Residence): (\_\_\_\_) \_\_\_\_\_ (Fax): (\_\_\_\_) \_\_\_\_\_

**EMAIL:** (Business) \_\_\_\_\_ (Personal) \_\_\_\_\_

**CURRENT EMPLOYMENT HISTORY:**

**NAME OF EMPLOYER** \_\_\_\_\_ **TITLE** \_\_\_\_\_

**BUSINESS**

**ADDRESS:** \_\_\_\_\_  
Street Suite # City Prov Postal Code Country

**PREFERENCES:**

Which mailing address would you like us to use?  Home  Business  Both

Which email address would you like us to use?  Home  Business  Both

**EDUCATIONAL QUALIFICATIONS:**

NAME OF INSTITUTION	DEGREE/DESIGNATION	MAJOR (IF APPLICABLE)	YEAR COMPLETED
1. _____	_____	_____	_____
2. _____	_____	_____	_____

**PROFESSIONAL QUALIFICATIONS:**

NAME OF ASSOCIATION	DESIGNATION	YEAR COMPLETED
1. _____	_____	_____
2. _____	_____	_____

**HOW DID YOU HEAR ABOUT CHARTERED SECRETARIES CANADA:**

ICSA Road Shows/Career Talks  Employer  Tutor or Lecturer  Education & Careers Expo  Business Colleague  
 Careers Service  Website  Friend or Relative  Advertisement  Other \_\_\_\_\_

**TO THE CANADAIN DIVISION OF THE INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS;**

I apply for registration as a student of Chartered Secretaries Canada and undertake to comply with all rules and regulations relating to students. I confirm that all the information given here is, to the best of my knowledge, accurate in all respects.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

PLEASE RETURN THIS FORM WITH YOUR PAYMENT. OFFICIAL TRANSCRIPTS for course exemptions should be sent directly to this office from the issuing institution.

**2010 STUDENT FEE**

ONE-TIME ADMINISTRATIVE FEE	\$50.00
2010 STUDENT MEMBERSHIP FEE	\$180.00
HST @ 12% (11896 9427 R)	\$27.60
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Sub-Total:	<b>\$</b>

**REGISTRATION for PROFESSIONAL PROGRAM**

We offer six of the eight required modules required to complete the Professional Program. Depending on your credentials, you may be exempt from taking up to four of the modules. Please visit our website at [www.icsacanada.org](http://www.icsacanada.org) for applicable exemptions or contact the offices of Chartered Secretaries Canada to discuss the specifics of your case.

Please indicate at least one module you are registering for at this time. If you'd like to discuss applicable exemptions, please submit your student fee as listed above with your application form and we will contact you to discuss your study requirements.

- Strategic Management @ \$450.00 + 12% HST = \$504.00 \_\_\_\_\_
- Corporate Law & Corporate Secretaryship @ \$750.00 + 12% HST = \$840.00 \_\_\_\_\_
- Corporate Governance @ \$450.00 + 12% HST = \$504.00 \_\_\_\_\_
- Corporate Administration @ \$450.00 + 12% HST = \$504.00 \_\_\_\_\_
- Corporate Financial Management @ \$450.00 + 12% HST = \$504.00 \_\_\_\_\_

**TOTAL** (Student Subscription fee + modules) : \_\_\_\_\_

Exams are held twice a year. If your application is received before September 15, you are eligible to write in the Fall. After September 15, or if you prefer to write it later, please check off the Spring 2011 box below.

- Summer 2011 (June 2011) – closes April 1, 2011     Fall 2010 (November 23-26) – closes September 15, 2010

Payment may be made by bank draft, cheque, VISA or MasterCard

VISA/MasterCard # \_\_\_\_\_ Expiry Date \_\_\_\_\_

Name on Card (Print clearly) \_\_\_\_\_

Signature: \_\_\_\_\_

Please order a subscription to the *Canadian Corporate Secretaries Guide* (CCSG):                      YES \_\_\_\_\_ NO \_\_\_\_\_

**Note:** You must have access to a subscription to the CCSG to complete your studies in the modules for *Corporate Law* and *Corporate Secretaryship*. You will be **billed directly by CCH Canada for the CCSG** at the Chartered Secretaries Canada preferred rate. Once ordered, subscriptions cannot be cancelled.

**RETURN THIS FORM TO:**

ICSA CHARTERED SECRETARIES CANADA  
 202 – 300 March Road • Kanata ON K2K 2E2 • Canada  
 Fax: 613.595.1155 info@icsacanada.org

**NEXT STEPS:** Submit the completed form with payment to Chartered Secretaries Canada. Once accepted, a student number will be assigned. If a candidate is not eligible for Student Membership, fees submitted will not be processed and will be returned in full.

**PROTECTION:** All information provided in this form will be used by the Institute's administration function including the administration of its examinations and accreditation of qualifications. The provision of personal data by means of this form is voluntary. It may be accessible to officers, committees or other persons when processing registrations and examination matters.