

INDIVIDUAL MEMBERSHIP INFORMATION AND APPLICATION
September 1, 2010 thru to August 31, 2011

The membership of the Association shall consist of all parties as are admitted as members by resolution of the Executive of the Association, and all such members shall fall within one of the following categories:

**REGULAR MEMBERS and CERTIFIED MEMBERS - \$740.00/ year +5% gst
(Includes ASBO International Publications membership- value of \$100 US)**

A person is entitled to be registered as a Regular Member if he/she meets the following qualifications and has been approved by the Executive:

- i) is employed by a school jurisdiction as a senior school business official with responsibility in matters related to the management of the jurisdictions financial and/or business functions; and
- ii) pays the annual fee

Example: Secretary Treasurer, Superintendent of Financial Services, Superintendent of Business Services; Treasurer, Corporate Secretary, Assistant Secretary Treasurer; Director of Financial Services, Director of Business Services, Associate Superintendent of Financial and/or Business Services; etc.

A person is entitled to be registered as a Certified Member if he/she meets the requirements outlined in the School Business Officials Regulation 37/2004.

ASSOCIATE MEMBER - \$235.00/year + 5% gst

A person is entitled to be registered as an Associate member if he/she has been approved by the Executive, pays the annual fee and meets the following qualifications:

- i) is employed by a school jurisdiction in a support role as part of the jurisdictions financial and business administration functions; or
- ii) is employed or contracted by provincial or territorial government in support of school jurisdictions.

Example: accountants, controllers, payroll, accounts payable/receivable clerks, purchasing agents, school business managers, technology, communications, human resources, OH&S, O & M and/or Transportation, Alberta Education departments and other association staff

Individuals approved and registered as a member of the Association as either Regular, Certified, or Associate, agree to abide by the Association's Code of Ethics and the Bylaws . Please review them on our webpage at www.asboa.ab.ca before submitting your application.

Please complete the following information and mail it to:
Attention: Membership Department
Association of School Business Officials of Alberta
1200, 9925 – 109 Street, Edmonton, AB T5K 2J8

The following information is used by the Association for membership registries and directories, which are reproduced in print as well as on our web page. Directories are provided to members and participating vendors/sponsors in our annual tradeshow. The web page Directory access is currently password restricted to members only. Information provided by those individuals applying for membership as a Regular or a Certified Member is also sent to ASBO International to be used as identified in their membership application process.

NAME _____

TITLE/POSITION _____

EMPLOYER _____

MAILING ADDRESS _____

COURIER ADDRESS (if different than mailing address) _____

POSTAL CODE _____ EMAIL ADDRESS _____

PHONE: () _____ FAX: () _____

Please select your ASBOA Membership Category (GST REGISTRATION #106733124)

Regular Member Fee \$740.00 per year + 5% gst
(includes ASBO International Publications membership)

Associate Member Fee \$235.00 per year + 5% gst

We are also pleased to offer a special membership program through our Affiliation with ASBO International. If you would like to also be a full voting member with ASBO International, please select the Two Dues One Invoice Category.

ASBO International Two Dues/One Invoice Program
(includes ASBOA Regular Membership and ASBO International Active Membership)

\$840.00 per year + 5% gst

For more information on the benefits of the ASBO International membership visit
<http://asbointl.org/index.asp?bid=22583>

Please include with your membership application a copy of your current role description. This information is used only for the purposes of verifying membership eligibility.

PLEASE SIGN AND RETURN THIS PAGE WITH YOUR APPLICATION.

Additional Information (optional): This information is used by the Executive and Association Committees for the purpose of developing programs, resources and services for the general membership.

Do you have a professional designation (please specify all) _____

Do you have previous experience in school business? Yes _____ No _____
(If yes – please specify position, location and years of experience.)

Position _____ Province _____ Yrs _____

Other Associations/groups that you are a member of

ASBOA Mentorship Program (for more information on this program visit
<http://www.asboa.ab.ca/Page.asp?IdPage=9137&WebAddress=asboa> to review the current handbook)

Each new member has the opportunity to be assigned a Mentor, so that when they are faced with a situation that they are not sure how to handle, or just need to figure out where to find some of those forms that everyone keeps talking about, they have someone to ask.

If you would like to participate in this program and have a Mentor assigned to you please check the appropriate space.

Yes I would like to have a Mentor _____ Not at this time thank you _____

If you have any questions, regarding the association, please feel free to include them with your membership application and we will do our best to provide you with an informed response.

I _____ give permission for my information provided on this application form to be used for the purposes as identified.

Member Signature _____ Date _____

ASBOA OFFICE USE ONLY

Receipt# _____ Membership Year Joined _____ Member Number _____

ASBO International Number _____ Certificate/Pin sent _____
