C:\Documents and Settings\Sue Kersey\My Documents\CDAA2CTIFF.tif

**Membership Categories and Criteria**

***Associate Member***

***Pre-Certified Associate Member***

***Certified Member***

***Student Member***

***Senior Associate Member***

***Life Member***

***Honorary Member***

**“Associate Member”** means any Member who is in the career development profession or who works in a capacity that supports career development professionals but who is not certified. Associate Members must satisfy the requirements for admission and pay the dues established by the Board. An Associate Member is entitled to one (1) vote at Member meetings on all matters except those related to certification. An Associate Member may seek election to the Board.

**“Pre-Certified Associate Member”** *has all privileges as an Associate Member* and is enrolled in one of the approved CDAA educational programs. A pre-certified member will be granted a discount of 20% of the Associate Member fee at the time of application for membership or renewal. They will be required to provide proof of current enrollment to the satisfaction of the Registrar and Registration Committee.

**"Certified Membe**r" means any Member who has satisfied the requirements for admission, completed the certification process and recertification process, if any, and has paid the dues established by the Board. A Certified Member in good standing is entitled to one (1) vote on all matters at Member meetings, to seek election to the Board.

**“Student Member”** means any full-time student in a post-secondary institution that has satisfied the CDAA requirements for admission and has paid the dues established by the Board. A Student Member is not entitled to vote at Member meetings or to seek election to the Board.

**“Senior Associate Member”** means a Certified or Associate Member in Good Standing who has primarily retired from the career development profession and who has met the criteria of a Senior Associate Member according to Board policy. A Senior Associate is not normally entitled to vote at Members’ meetings or to seek election to the Board.

**Criteria for a Senior Associate Member**

* A person who after the 10th year of continuous membership is no longer employed full time hours in the career development profession
* These members are not eligible to apply for Certification status
* Application processing fee is ½ of the CCDA/CCDP standard renewal fee
* To maintain their CCDP designation, ½ of the standard CE credits and ½ of the standard required work hours are required

Must sign a self-declaration verifying change in professional status

**“Life Member”** means a Certified or Associate Member in Good Standing who is recognized for long term, active service in the CDAA and the profession and who has been elected a Life Member by the Board according to policy. A Life Member will remain a Member of the Association and has all privileges of a Certified or Associate Member as the case may be, but does not normally pay annual dues. The Life Member will be presented with a plaque of recognition at the annual AGM and listed on the CDAA website in acknowledgement of this honour.

**Criteria for nominating a Life Member**

* Has made a significant contribution to the development and promotion to the CDAA
* Minimum of 15 years full time work within the career development field
* Must be nominated by a certified or associate member
* Annual membership dues will be waived
* Application processing fee for CCDP or renewal of CCDP is ½ half of the standard fee
* To maintain CCDP professional designation, ½ of the standard CE credits and ½ of the standard required work hours are required
* Candidates for life memberships must have support from 2/3 of the Board of Directors
* The number of life members should be no more than one percent (1%) of the general membership as of September 1st of the year previous to the Annual General Meeting
* Candidacy for admittance to life member to be approved by members at the Annual General Meeting

**"Honorary Member"** means any non-member who has made, or is making, a significant contribution to the career development field and who has been elected by the Board according to policy. An Honorary Member will become a Member of the Association and has all privileges of a Member except voting or seeking election to the Board. An Honorary Member does not pay annual dues. The Honorary Member will be presented with a plaque of recognition at the annual AGM and listed on the CDAA website in acknowledgement of this honour.

**Criteria for nominating an Honorary Member**

* Has made noteworthy contribution and received significant recognition from peers in the career development profession
* Has profound and extensive experience showing enthusiasm and leadership in career development
* Must be nominated by a certified or associate member
* Is exempt from paying annual dues
* The number of honorary members should be no more than one percent (1%) of the associate, certified and student membership as of the previous September 1st
* Candidates for honorary members must have support from 2/3 of the Board of Directors
* Candidacy for admittance to honorary member to be approved by members at the Annual General Meeting

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Certified** | **Associate** | **Pre-Certified Associate** | **Student** | **Life** | **Senior Associate** | **Honorary** |
| Fees | Yes | Yes | Yes | Yes | No | Yes | No |
| Voting | Yes | Yes | Yes | No | Yes | No | No |
| Seek election | Yes | Yes | Yes | No | Yes | No | No |