



## **APPLICATION FOR MEMBERSHIP**

Please read the attached information prior to completing application.

Completed applications and a Constitution from your Association ( where appropriate) must be emailed to:

Executive Secretary (Sheree Vertigan)  
International Confederation of Principals  
[sheree@vertiganpartners.com.au](mailto:sheree@vertiganpartners.com.au)

Thank you for applying for membership of the International Confederation of Principals (ICP).

There are a number of membership options open to school leaders and educators.

ICP is a global association of national principal associations. For example, the Academy of Principals (APS), Singapore, represents school leaders in Singapore. If a school leader in Singapore is a member of APS then they are also members of the ICP.

Some countries have more than one principal associations; then all associations able to join, for example, Australia is represented at ICP by Australian Secondary Principals Association (ASPA), Australian Government Primary Principals Associations (AGPPA), Australian Heads of Independent Schools Association (AHISA) and others who are all members of ICP.

Member Associations are generally school leader professional associations. They have a constitution or statement of intent that describes what they do and for whom they do it.

The ICP does encourage individuals or other education professionals to apply for membership under the categories of Associate or Individual members.

## **ICP CONSTITUTION AND MEMBERSHIP**

### **1. From the Constitution**

#### Section 3: Constituent Organisations

- a. Each constituent organization shall have complete control of its internal affairs and shall retain full power to study and act upon problems and maintain its own external relations, provided that its constitution, its by-laws and its activities are in harmony with the general policy of the Confederation.
- b. Resolutions from the constituent organizations shall be submitted to the Confederation.

#### Section 7: Membership

- a. Membership is open to any organisation of school leaders whose constitution contains nothing contrary to the Constitution of the Confederation.
- b. From time to time and subject to a majority vote of those present and voting, the Council may introduce alternative classifications of membership. Any alternative classification must be detailed within the By-Laws and carry a diminished status.
- c. Applications for membership shall be acted on by the Executive Committee and ratified by the Council.
- d. Procedures for entering into membership of the Confederation shall be established in the By-Laws.
- e. All ICP members are obliged to pay annual subscriptions as set by the Council AGM. Annual subscriptions commence in the first full year of ICP membership.
- f. Subject to a vote of a two-thirds majority of those members present and voting, the Council may terminate the membership of a member organisation, which has ceased to fulfill the requirements of the Constitution and By –Laws.

## 2. From the By-Laws of ICP

### Section 4: Membership, entry fees and subscription

1. Individuals who are full members of the ICP member organisations will affiliate to the Confederation through their constituent group national association. Full membership is available to: National Principal Association. If no National Principal Association wishes to take up membership of the ICP, then full membership will be available to provincial/state associations.
2. Associate membership shall be available to those whose stated purpose is directed specifically to supporting the work of principals where there is a clear relationship between the goals and purpose of the applicant organisation and the international/global focus of the ICP. This includes: those in training to become a leader; Associate Academic, Researcher in a related field, Associate Service Provider; and companies and organisations providing services to leaders.
3. Individual membership is available to Principals and Associate Principals where there is no alternative access to ICP via any other association of school leaders for that individual in their own country.
4. Retired Principals may be admitted to ICP membership on the same terms and conditions as individual members.
5. New members shall be admitted to the Confederation on receipt of fully-completed application forms, recommendation from an informed member organisation, and ratification by Council after advice from the appropriate Regional Forum
6. To be in good standing members should:
  - (a) Fulfill the aims of ICP,
  - (b) Play a full part in Council Meetings according to the status of membership; and
  - (c) Pay annual subscriptions.
7. A Special Category shall be Life Members, which is an individual membership awarded to those who are nominated by the Executive Committee and supported by Council. Life membership waives the annual subscription but allows no other concessions.

## 3. CATEGORIES OF MEMBERSHIP

There are three options available.

1. Full Membership  
This is where a professional association of principals, and their constitution or organizational guidelines are such that there is nothing in them that is contrary to the aims and activities of the ICP.
2. Associate Membership  
This is when an association satisfies the conditions described in the By-Laws clause b as above.
3. Individual Membership

This is when there is no organisation that is, or can be, either a member or an associate member of the ICP.

If your nation has a national (regional or local – see below) organisation of school leaders with:

- Its own constitution or statement of purpose and activities which does not run contrary to the ICP aims or activities
- Have complete control of its internal affairs
- Has the ability and right to study and act upon problems, and
- Maintain its own external relations, then that organisation can become a full ICP Member.

If there is no national organisation, there may be a regional or local organisations. For example, a city may have a school leaders professional association. In the absence of a national organisation, such regional or local organisations may be eligible to join the ICP as full members.

If your nation has an organisation, such as a professional development organisation, whose started purpose is 'to support the work of principals' and there is a clear relationship between the goals and purposes of the applicant organisation and the international/global focus of ICP, then that organisation may apply for Associate Membership.

If your nation does not have an organisation entitled to become a full member, then individual school leaders may apply for individual membership.

If your school leader association is a full member of the ICP, the individual members of that association are affiliated with the ICP through the association. Put simply: if a person is a member of an organisation affiliated with the ICP as a full member, then that person is able to participate in ICP activities and receive full ICP benefits. It does not matter if that person is a principal/head or a deputy/assistant principal. If they are a member of an affiliated organisation, then they enjoy the rights and benefits appropriate to full membership of the ICP.

The primary difference for an Associate Member and an Individual Member is that they cannot vote, and they cannot stand to be an elected representative of the ICP.

#### **MEMBERSHIP APPLICATION MUST BE ACCOMPANIED BY THE FOLLOWING:**

A formal letter of application that should be addressed to the President of the ICP:

For **Full Membership**, an additional letter of support by an existing member of the ICP must be provided with this application, as well as a copy of the Constitution or statement of purpose of organisation.

For **Associate Membership**, a Constitution or a statement of purposes or organizational goals must be provided for bone fides purposes.

For **Individual Membership**, an accompanying letter of recommendation from a recognised education authority and a personal letter or endorsement must also be provided.

A **Joining Fee** of \$AUD 200 must be paid to activate Membership.

**Table of Annual Fees**

<b>Full Membership (number of members)</b>	<b>Charge per Association</b>
<250	\$ 500
250 -500	\$ 1070
501 - 1000	\$ 1370
1001 - 3000	\$ 2740
3001 - 5000	\$ 4000
5001 - 10000	\$ 5620
10001 - 20000	\$ 8650
20001 >	\$12000
Individual Membership	\$ 150
<b>Associate Membership Categories</b>	
Associate - Aspiring Leader	\$ 150
Associate - Academic	\$ 150
Associate Service Provider (Not for Profit)	\$ 1000
Associate Service Provider (for Profit)	\$ 2000

*NB*

*ICP membership fee structure was reviewed in 2016 and a 5% increase plus bank fees was proposed and passed by Council.*

*Issues of financial hardship must be via notification to the Executive Secretary.*

*If you or your organisation is uncertain about whether you are eligible to join ICP, please contact the Executive Secretary.*



Executive Secretary





## MEMBERSHIP APPLICATION FORM

COMPLETE THIS FORM AND SEND TOGETHER WITH YOUR STATEMENT OF PURPOSE AND  
 CONSTITUTION (WHERE APPLICABLE) TO  
[sheree@vertiganpartners.com.au](mailto:sheree@vertiganpartners.com.au)

<b>NAME OF ORGANISATION/INDIVIDUAL/BUSINESS</b>	
<b>ADDRESS (MUST INCLUDE COUNTRY &amp; POSTCODE)</b>	
<b>POSTAL ADDRESS (IF DIFFERENT FROM ABOVE)</b>	
<b>CONTACT PHONE NUMBER:</b>	
<b>EMAIL ADDRESS:</b>	
<b>ORGANISATION WEBSITE URL:</b>	
<b>CONTACT OFFICER:</b>	
<b>MEMBERSHIP CATEGORY: (FULL, ASSOCIATE (PLUS TYPE), OR INDIVIDUAL)</b>	
<b>For FULL MEMBERS or ASSOCIATE MEMBERS of organisations with a defined membership only, please indicate number of members who are:</b>	
<b>PRIMARY</b>	
<b>SECONDARY</b>	
<b>RETIRED</b>	
<b>VICE/DEPUTY/ASSISTANT PRINCIPALS</b>	
<b>OTHER</b>	
<b>TOTAL</b>	

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Printed Name and signature of Authorised Office Bearer for Association

\_\_\_\_\_ (Date)