

New Membership Application checklist

Definition of a professional body:

"A professional body is an organisation with individual members practicing a profession or occupation in which the organisation maintains an oversight of the knowledge, skills, conduct and practice of that profession or occupation".

Science Council Membership criteria:

- the profession represented by the Organisation shall be based on a recognised body of scientific learning where knowledge and understanding of the natural and social world are pursued through a systematic methodology based on evidence;
- the Organisation is an independent body which exists for the collective pursuit of professional aims and objectives in science as set out in a Royal Charter or Memorandum and Articles of Association incorporated under the Companies Acts or formally registered in the UK in some other way;
- the Organisation has, among its objectives, the practice of the profession in the interest of the public as well as that of its members,
- the Organisation operates a Code of Professional Conduct and disciplinary procedures;
- the Organisation recognises its responsibility to advance and extend the body of learning on which the profession is based;
- the Organisation recognises its responsibility to concern itself with facilities, methods and provision for educating and training future entrants to the profession and for enhancing the knowledge and competence of present practitioners; and
- the Organisation must have at least one membership category that is based on standards of competence as attested by an appropriate qualification and relevant professional practice, or relevant professional practice,
- or if the Organisation does not have strict entry standards for at least one category of its members, it has agreed with the Science Council Board that it is working towards the introduction of such an entry standard.
- the Organisation has evidenced a commitment to promoting equality, diversity and inclusion throughout its community, and to challenging prejudice and discrimination, by signing the Science Council's Declaration on Diversity, Equality and Inclusion.

Required documentation for application:

- ☐ a declaration that the membership criteria is fulfilled, together with a copy of the organisation's governing documents, such as, Charter, Articles or Memorandum of Associations/Regulations
- ☐ supporting documentation providing evidence of how your organisation fulfils the different criteria
- ☐ a copy of your most recent annual accounts
- ☐ a signed letter from your governing body confirming a formal application for membership and agreement to be bound by Charter, Bylaws and Regulations, as well as a commitment to sign the Diversity Declaration
- ☐ contact details of a nominated representative for formal communications during the application process
- ☐ latest membership numbers, to be used to calculate subscription and for the Science Council Board and Council papers
- ☐ information on your different membership categories
- ☐ any other relevant information e.g. public strategy documents, policy interests