

AHRI/IHRP RECIPROCAL MEMBERSHIP APPLICATION FORM

This form should only be used by existing IHRP members who wish to join AHRI



PROFESSIONAL MEMBER TYPE (IMPORTANT, PLEASE TICK & PROVIDE RELEVANT DOCUMENTATION)

PROFESSIONAL MEMBER (MAHRI)

A current member of IHRP fully equivalent to a Professional Member (MAHRI). Please indicate your IHRP certification level.

IHRP – CP

IHRP – SP

IHRP – MP

Applicants must attach a copy of their CV and evidence of their IHRP certification (e.g. copy of certification documentation) IHRP professional members will have their existing credentials recognised, providing access to the MAHRI grade of AHRI professional membership until the appropriate bridging pathway has been completed. CPHR and FCPHR will be awarded as appropriate following successful completion of the appropriate bridging arrangement, refer to the website for details.

PART 1: MEMBERSHIP

PERSONAL DETAILS (PLEASE COMPLETE ALL FIELDS)

TITLE:	GIVEN NAME:	PREFERRED NAME:	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
	SURNAME:	DATE OF BIRTH:	GENDER:
	<input type="text"/>	<input type="text"/>	<input type="text"/>
EMAIL ADDRESS: <input type="text"/>			
BUSINESS PHONE: <input type="text"/>		MOBILE PHONE: <input type="text"/>	
PRIVATE PHONE: <input type="text"/>		CIPD NO: <input type="text"/>	YEAR YOU JOINED CIPD: <input type="text"/>
BUSINESS ADDRESS (TICK IF PREFERRED) <input type="checkbox"/>		PRIVATE ADDRESS (TICK IF PREFERRED) <input type="checkbox"/>	
BUSINESS NAME: <input type="text"/>		PRIVATE ADDRESS: <input type="text"/>	
BUSINESS ADDRESS: <input type="text"/>		<input type="text"/>	
<input type="text"/>		<input type="text"/>	
SUBURB: <input type="text"/>		SUBURB: <input type="text"/>	
<input type="text"/>		<input type="text"/>	
STATE: <input type="text"/>	POSTCODE: <input type="text"/>	STATE: <input type="text"/>	POSTCODE: <input type="text"/>
COUNTRY (IF OUTSIDE AUSTRALIA): <input type="text"/>		COUNTRY (IF OUTSIDE AUSTRALIA): <input type="text"/>	
<input type="text"/>		<input type="text"/>	

POSITION DETAILS (PLEASE COMPLETE ALL FIELDS)

YEAR COMMENCED IN HR: CURRENT POSITION TITLE:

ARE YOU SELF EMPLOYED: Yes No

PLEASE SELECT POSITION CATEGORY:

- Academic, Accountant / Finance Clerk, Administration / Clerical, Barrister / Solicitor, Consultant, Director / CEO, Executive, Executive Assistant, HR Administrator/Coordinator, HR Advisor, HR Business Partner, HR Director, HR Manager, HR Senior Manager, HRIS Administrator, Manager, Organisational Development Manager, Organisational Development Officer, Payroll Manager, Payroll Officer, Principle / Owner, Professional / Technical Expert, Recruiter, Remuneration and Rewards Manager, Remuneration and Rewards Officer, Self-employed, Senior Manager (Non-HR), Student, Supervisor / Team Leader, Trainer / Learning and Development Officer, Unemployed

INDUSTRY (PLEASE COMPLETE ALL FIELDS)

SECTOR: Not for profit Private Sector Public Sector

PLEASE SELECT AN INDUSTRY TYPE:

- Accommodation / Food / Beverage, Agriculture / Forestry / Fishing, Association, Charity / Religion / Welfare, Communication Services, Construction, Consulting - HR Specific, Consulting - Professional, Consulting - Recruitment, Cultural and Recreational Services, Education - Childcare or Preschool, Education - Primary or Secondary, Education - Higher, Education - TAFE / VET, Electricity / Gas / Water Supply, Engineering, Financial / Insurance Services, Government - Federal, Government - Local, Government - State, Import / Export, Information Technology, Legal, Manufacturing, Medical, Mining / Resources, Motor Vehicle, Personal and Other Services, Print / Publishing, Property and Business Services, Retail Trade, Sales / Marketing / PR, Science / Research, Sport / Recreation, Telecommunications, Textile / Clothing / Footwear, Tourism, Transport / Logistics / Storage, Utilities, Wholesale Trade

SIZE OF YOUR HR DEPARTMENT: NUMBER OF EMPLOYEES IN YOUR ORGANISATION:

PLEASE SHARE YOUR PRIMARY REASON TO JOIN AHRI: (PLEASE TICK ALL RELEVANT TOPICS)

- Career advancement, Certification, Education and training, Member discounts, Events and networking, Job requirement, Resources, Other:

CONDITIONS OF MEMBERSHIP

All members are bound by the Constitution, the Code of Conduct and all by-laws, notices and directives of AHRI. Membership of AHRI is individual and non-transferable. Full terms and conditions of membership are available at ahri.com.au

Submission of your signed application form and annual membership fee constitutes your acceptance of the terms and conditions of membership of AHRI. I agree to abide by the Constitution and terms and conditions of membership of AHRI.

Signature: Must sign for application to be processed

Signature box

By ticking this box I am giving permission for my name and membership type to be printed in AHRI publications as a new AHRI member

PAYMENT DETAILS (PAYMENT MUST ACCOMPANY THIS FORM)

All fees quoted are inclusive of GST. Payments will be processed within 10 working days of receipt of application. A receipt/tax invoice will be emailed to you. Upon payment of the appropriate amount this application form will become a Tax Invoice. Please keep a copy for taxation purposes. This special rate is only valid for your first year of AHRI membership.

TICK TO PAY VIA CREDIT CARD, PLEASE ENTER CARD DETAILS BELOW:

CARD NUMBER: EXPIRY DATE: CVV: CARD TYPE: Mastercard, Visa, Amex, Diners

TICK TO PAY VIA CHEQUE OR MONEY ORDER (PLEASE MAKE PAYABLE TO: AUSTRALIAN HR INSTITUTE LIMITED)

PLEASE RETURN FORM AND PAYMENT TO: Australian HR Institute Limited ABN 44 120 687 149 Level 4, 575 Bourke Street, Melbourne, Victoria 3000 or email enquiries@ahri.com.au

SIGNATURE: Signature box

INSERT FEES ANNUAL FEE: AUD \$394 JOINING FEE: \$ 0.00 TOTAL AMOUNT: \$

PART 2

PERMISSION TO PUBLISH

Following the completion of the appropriate certification bridging pathway, AHRI would like to publicise your achievement in the following ways:

1. By listing your name and post-nominal on the AHRI website
2. By profiling your Certified Practitioner status in AHRI media (for example, HRMonthly magazine)
3. By providing your contact details to the publisher or our media for potential interviews, quotes, testimonials or articles to be published about your certification journey.

Please tick this box if you **do not** want to have your name published

DECLARATION OF POTENTIAL IMPEDIMENTS

The preamble to the AHRI Code of Ethics and Professional Conduct requires members to agree to be bound by the standards of the code and include it as part of their working habits within their organisations, with clients, colleagues and the community.

The code can be accessed on the AHRI website as By-Law 1: ahri.com.au/code-of-ethics

The code also expresses the community and professional expectations that are incumbent on becoming an AHRI Certified Practitioner (a CPHR or FCPHR). Accordingly, candidates for certification are required at the point of submitting an application to the National Certification Council (NCC) to disclose any matters that may be an impediment to the application.

Impediments may relate to questions of honesty or integrity that have resulted in a formal complaint with respect to the candidate's professional practice, and may involve allegations of professional incompetence, misconduct or unlawfulness.

The disclosure of a potential impediment should include a detailed declaration relating to the present status of the matter; e.g. substantiated or unsubstantiated, resolved or unresolved, pending a decision.

Note 1: Disclosure of a potential impediment by the candidate will enable the NCC to assess the status of the matter; it will not in itself prevent a candidate's successful certification.

Note 2: A statement by the candidate of "nothing to declare" on this matter will not preclude the NCC from conducting its own due diligence.

I have read and understood the Declaration of Potential Impediments statement above

As a consequence:

I have nothing to declare

I declare the following potential impediment(s)

I acknowledge that:

Attaining and maintaining the status of Certified Practitioner is contingent on continuous AHRI professional membership. Membership of AHRI ensures that I maintain currency of knowledge via AHRI's Continuing Professional Development (CPD) requirements as per the Professional Recognition Framework ahri.com.au/professional-recognition-framework

DATE:

SIGNATURE:

PRIVACY STATEMENT: AHRI is concerned with the protection of your privacy. We support the Australian Privacy Principles (APPs) in the Privacy Act 1988 (Cth), as amended. AHRI collects and stores your personal information for the purposes of providing membership services, education and training programs. AHRI may use your contact details to promote AHRI products and services to you in the form of email communications and/or other types of communication. Email enquiries@ahri.com.au if you would prefer not to receive communications from AHRI. To view AHRI's full privacy policy visit ahri.com.au/privacy-policy.