

FELLOW GRADE ELEVATION WITH CQS FORM

APPLICATION GUIDELINES

Fellowship is a senior grade of membership created to recognise commitment and service to the Institute and the profession of Quantity Surveying. This is a Voting class of membership and the requirements for Fellow grade Membership are set out in the *AIQS Membership Entry & Advancement Policy*. The Membership Entry & Advancement Policy are available from the AIQS website www.aiqs.com.au.

Applicants should provide true and correct information at the time of the application. If false claims are made or misleading information have been provided or found at a later stage, the applicant or member may be in breach of the Code of Conduct and disciplinary actions may be taken or the application nullified.

CONTINUED PROFESSIONAL DEVELOPMENT

Fellow grade members are required to uphold their CPD requirements.

ELEVATION FEE

The Elevation Fee is non-refundable. This must accompany your Application Form for Fellow grade membership. The Application Fee is payable in Australian dollars. Payment can be made either via Bank draft (made payable to the Australian Institute of Quantity Surveyors) or Credit Card details are required. The Elevation Fee is:

- Australian applicants **AUD 187.00 (GST included)**.
- Overseas applicants **AUD 170.00 (GST exempt)**.

Once accepted, the applicant is required to pay a pro-rated Fellow Membership subscription from the transfer date to 30 June. This is payable within one 14 days of acceptance to Fellow grade.

CERTIFIED QUANTITY SURVEYOR (CQS)

As a current Voting member of the institute applying for Fellow grade, you may automatically qualify for CQS designation (if you do not already hold CQS).

SUBMITTING APPLICATION

Please send completed form with payment and all required supporting documents to:

BY EMAIL: membership@aiqs.com.au

Applications may take a number of months to be processed. Your application will be reviewed by the relevant Chapter (or Region) to ensure that you meet the requirements of Fellow grade membership. All applications received by the AIQS will be acknowledged with an email within one week of receipt.

PERSONAL DETAILS (all fields are compulsory - please print clearly)

Title: Mr Ms Mrs Other:

First Name as per passport: Middle Name/s.....

Surname as per passport:

Date of Birth (dd/mm/yyyy): Current Age(years):

Country of Birth:

PERSONAL CONTACT DETAILS (all fields are compulsory - please print clearly)

Residential Address: Is this your preferred mailing address? Yes No

Street Name & Number

Suburb: State: Postcode:

Country:

Home Phone: Mobile Phone:

Personal Email:

(please provide your **own** personal email address)

CURRENT EMPLOYMENT DETAILS

Company Address: Is this your preferred mailing address? Yes No

Company Name:

Street Name & Number:

Suburb: State: Postcode:

Country:

Work Phone: Mobile Phone:

Work Email:

Employment Sector:

ALTERNATE CONTACT PERSON (where required)

Title: Mr Ms Mrs Other:

First Name as per passport: Middle Name/s.....

Surname as per passport:

Date of Birth (dd/mm/yyyy):

Company Name:

Relationship to me (spouse/company administrator/etc):

Phone: Mobile Phone:

Email:

I provide full consent to the above-named individual or authorised representative (details above) to act on my behalf in all dealings with the AIQS. I understand and accept that this individual or authorised representative will have full access to all information (including personal information) that AIQS may hold on its database.

Signature: Date:/...../.....

BACKGROUND STATEMENT

In the last 10 years, have you been charged with any criminal or civil offence which is not yet before a court, or yet to be fully determined by a court or still pending before a court, in Australia or overseas?

Yes No

If yes, please provide details

.....
.....

In the last 10 years, have you been convicted, found guilty or otherwise had any criminal offence proven against you (even if a conviction was not recorded - ie: due to a good behavior bond) in Australia or overseas?

Yes No

If yes, please provide details

.....
.....

(A criminal offence is an offence for which you received a Court Attendance Notice and does not include minor traffic offences such as a parking or low range speeding ticket).

EMPLOYMENT HISTORY *(if more room required, please attach additional page in this format)*

DETAILS	CURRENT EMPLOYMENT	PREVIOUS EMPLOYMENT
Employer's Name:		
Type of Business:		
Position Title:		
Commencement Date:		
Conclusion Date:		
Direct Supervisor's Name:		
Supervisor's Position Title:		
Supervisor's Qualifications:		
Supervisor's Postnominals:		

DECORATIONS AND AWARDS

DATE	NAME OF AWARD OR DECORATION
Date:	
Date:	
Date:	

SERVICE TO THE INSTITUTE AND/OR PROFESSION

DETAILS	DATES

PROFESSIONAL ASSOCIATION MEMBERSHIPS

Name of Association:

Membership Grade: Voting Non-Voting

Member Since (dd/mm/yyyy):

MEMBERSHIP 2 (if applicable)

Name of Association:

Membership Grade: Voting Non-Voting

Member Since (dd/mm/yyyy):

REGISTRATION WITH A GOVERNMENT AUTHORITY (Eg: TPB or VBA in Australia)

Name of Authority:

Registration Type: Registration Number

Registration From (dd/mm/yy) to (dd/mm/yy)

If your registration is required on an annual basis, please provide your most up-to-date details upon renewal of your registration.

NOMINATION

Applicants for Fellow grade membership shall be nominated by:

- Two Fellow grade members of good standing

I/We hereby propose (insert applicant name) for Fellow grade membership. I/We have reviewed the particulars of the application and consider the applicant to be a person of good character suitable to become a corporate (Voting) member of the Institute.

NAME	POST NOMINALS	MEMBER ID	SIGNATURE
1.			
2.			

COMPETENCIES TABLE

Please indicate your Core (minimum across two) and Specialist areas of Competency.

For CQS, you are required to demonstrate a high level of proficiency across minimum of 8 of the competency units (excluding the support competencies), of which there should be at least one unit from each of the three Core Competency areas. Please indicate your competency units by marking an 'X' in the corresponding boxes.

CORE COMPETENCIES		X	X	X
CORE 1 AREA – Design Cost Advice, Cost Planning & Cost Engineering		CORE 2 AREA – Contract Documentation & Procurement		CORE 3 AREA – Contract Administration
1. Strategic Planning		5. General Procurement Advice		8. Account Management
2. Budgetary Process		6. Quantification, Measurement & Documentation		9. Construction Change Management
3. Cost Estimating		7. Tender Process		
4. Cost Planning				

SPECIALIST COMPETENCY UNITS		X	X
10. Claims & Dispute Resolution		23. Tax Depreciation	
11. Financial Audit		24. Special Assessments	
12. Resource Analysis		25. Audits	
16. Arbitration		26. Technical Due Diligence	
17. Expert Witness / Evidence		27. Compliance Issues	
18. Business Management		28. Project Value Management	
19. Research & Development		29. Project Management	
20. Cost Information Database		30. Project Risk Management	
21. Feasibility Studies		31. Quality Assurance	
22. Life Cycle Cost Analysis			

Support Competencies (Excluded from CQS assessment)		X
13. Computer Services		
14. Construction Technology		
15. Government Regulation & Law		

APPLICANT DECLARATION

- I do solemnly declare that all the particulars furnished by me are true and correct and that I shall abide by the Constitution, By-Laws, Code of Conduct, Policies, Guidelines and Regulations of the Institute, as amended from time to time.
- I agree and consent to provide a criminal record check at any time when so requested by the AIQS.
- I understand that I am responsible for providing up-to-date and accurate contact details to the AIQS.
- I agree to receiving AIQS and related correspondence, information and marketing material.
- I agree that AIQS may disclose my full name, membership status, location and Chapter to any enquiring bodies and/or the general public.
- I certify that I comply with all pre-requisites of this particular application.
- I undertake to pay the appropriate associated fees promptly within 14 days.

Signature: Date (dd/mm/yyyy):

PAYMENT DETAILS

I have made payment by bank transfer or provided my credit card details below for the amount of:

AUD 187.00 Australian applicant membership Application Fee (GST included)

AUD 170.00 Overseas applicant membership Application Fee (GST exempt)

MASTERCARD **VISACARD** **AMEX**

Card Number: Expiry Date (mm/yy):.....CVC:.....

Name of Cardholder (please print):

Signature of Cardholder: