



APPLICATION FOR IMS MEMBERSHIP RE-INSTATEMENT or UPGRADE

Brooke House, Lichfield
Staffordshire, WS13 6AA
Tel: 01543 266909

www.ims-productivity.com

Please complete in BLOCK letters
and place clear tick or cross in 'tick boxes'

Application for:

Fellow (FMS)

Member (MMS)

Member (MMS Dip)

Associate (AMS)

Affiliate

I am a new entrant to the Institute

I am applying for upgrading *

I am applying for re-instatement *

* Please give membership number

Membership No

Surname

Forenames

Title

Date of birth

Private Address

Town/City

County

Post Code

Country

Job Title

Company or Organisation

Business Address

Town/City

County

Post Code

Country

Address to be used Home

for correspondence Business

Private tel:

Private fax:

Mobile tel:

Business tel:

Business fax:

email:

Honours, Awards & Highest Educational Attainments

Re-instatements and Upgradings only

Previous grade: Date IMS Certificate Awarded

Date obtained: Date IMS Diploma Awarded

To be completed by all applicants other than those for Affiliate grade

SUPPORTING INFORMATION

To support applications for Fellow, Member, Member (Dip) and Associate Grade, the following information MUST be provided

- 1 A summary of your management services career to date, showing job titles, department and name of company where employed, including (approximate) dates of joining and leaving
- 2 An organisation chart, when appropriate, showing:
 - (a) the position of management services in the organisation (recognising that it may not be called 'management services')
 - (b) the organisation of the management services department or team
 - (c) your own position within the department or team
- 3 An outline with (approximate) dates of the management services projects or activities with which you have been involved, including where possible a summary of the terms of reference and techniques used.
- 4 A list summarising the courses you have undertaken during your time in management services, with approximate dates

Note: CVs should only be provided to supplement, and not replace, the required information.

Fees

In addition to any membership fee payable, if you are applying for Fellow or Member grade on the basis of experience and level of responsibility, an administration fee of £50 is payable (by cheque only) to meet the costs of scrutiny. This fee must accompany the form.

I certify that the information on this application form is correct in every respect.
Signature of applicant Date

Referees (for Fellow and Member Grades only)

This section should be completed by persons * prepared to verify or answer any queries relevant to the information given in this application. (* *superiors in your present or previous organisation, corporate members of the Institute, or senior personnel from client organisations.*)

	First referee	Second referee
Name	_____	_____
Position	_____	_____
Organisation	_____	_____
Address	_____	_____
	_____	_____
	_____	_____
<p>I certify that to the best of my knowledge and so far as it relates to this organisation, the information given is accurate. I will be pleased to answer any queries posed by the Institute.</p>		
Signed	_____	_____
IMS grade	_____	_____
Date	_____	_____

Official Use only	cheque number _____	amount paid _____
	Supporting evidence enclosed <input type="checkbox"/>	date received _____

Notes: