

## PROFESSIONAL MEMBERSHIP DUES

This document is the parent policy for any College procedures. Questions regarding this policy are to be directed to the identified Policy Owner.

<b>Category:</b>	F. Finance
<b>Policy Number:</b>	F17
<b>Approval Date:</b>	December 15, 1990
<b>Effective Date:</b>	December 15, 1990
<b>Policy Owner:</b>	Chief People & Culture Officer Chief Financial Officer

<b>Objective:</b>	When there is a legislated requirement for staff to be a member in good-standing of their professional association or where it is to the College's benefit for the College or for an individual on behalf of the College to be a member in good standing in a professional association, the College will pay the dues directly or reimburse the designated employee for the amount of the dues.
<b>Policy:</b>	<p><b>Requirements</b></p> <p>Legislated Requirement</p> <ol style="list-style-type: none"> <li>Professional membership dues will be paid directly on behalf of the employee or the College will reimburse the employee for the dues where there is a legislated requirement for the employee to be a member in good-standing in the professional association in order for the employee to practice his/her profession. For employees whose major job function is instruction, the definition of practice must include teaching as a component.</li> </ol> <p>Non-legislated Requirement</p> <ol style="list-style-type: none"> <li>Professional membership dues may be paid by the College for one or more employees to be a member in good-standing where it is to the advantage of the College to have a staff member registered as a member of a professional association.</li> </ol>
<b>Definitions:</b>	
<b>Related Information:</b>	
<b>Related Procedures:</b>	F17 Professional Membership Dues Procedure
<b>Review Period:</b>	3 years
<b>Revision History:</b>	Revision: December 1990

