

New Membership / Membership Upgrade Application Form



THE INTERNATIONAL INSTITUTE OF MANAGEMENT

The International Institute of Management

New Membership / Membership Upgrade Application Form

All sections must be completed. Type or print each section. A representative's name shall be filled in for Company Members.

- Notes:
1. You must provide details in items 16 to 30 if you apply for Associate, Member or Fellow Grade.
 2. Fill in all the others whenever applicable. Company applications must provide particulars of contact person in items 1. through 4.
 3. Use separate sheets if the space provided is insufficient. Copies of supporting documents must be submitted together with this application form.

Application for: ☐ New Membership ☐ UPGRADE

Grade: ☐ FELLOW ☐ MEMBER ☐ ASSOCIATE ☐ AFFILIATE ☐ STUDENT ☐ COMPANY

1. Title:(Prof/Dr/Ir/Mr/Mrs/Miss/Ms)* Hon. Title(s):			
2. Last Name:		3. Other Name:	
4. Chinese Name(if applicable):			
5. Age:		6. Male/Female:	
7. Membership No.:		8. Membership Grade:	
9. Year Awarded:			
10. Home Address:			
			11. Email:
12. Home Telephone.:		13. Home Fax:	
14. Mobile:			
15. Indicate location to which IIM correspondence and publication should be sent:			
	Home	Office	
Mail	☐	☐	
Fax	☐	☐	

Employment Details:

16. Employer Name:			
17. Office Address:			
18. Office Telephone:		19. Office Fax:	
20. Current Position Starting Year:			
21. Job Title:		22. Nature of Business:	
23. Your Immediate Supervisor			
a. Name:		b. Job Title:	
24. Details of Job Duties:			
Applicant shall clearly describe his/her duties and responsibilities in his/her organisation and submit an organisation chart to indicate his/her position within the organisation. If the engagement with the organisation is less than 2 years, the applicant shall submit the same details for the immediate past job as well.			
25. Organisation Annual Sales/Turnover:		25. Total Number of Employees:	
27. Personal Budget Responsibilities(turnover,values of asset controlled,etc):			
28. Number of direct subordinates:			

29. Immediate Past Job (not applicable to Student and Company Members):

a. Company Name:		b. Industry:		c. Job Title:	
d. Service Period from:		to		e. Number of Direct Subordinates:	
f. Number of Employees:					

30. Qualifications Obtained:

Qualification Type

Title

Year

Institution

a. Post-graduate Degree:

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b. First Degree:

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c. Professional Qualifications(other than Management related ones):

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d. Management Qualifications:

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e. Other Qualifications(e.g. Certificate,Diploma):

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f. Qualification Currently under pursuit:

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(indicate anticipated date of completion)

31. References:

The first sponsor must be somebody who is familiar with you and should be able to support your application by actual knowledge of your responsibilities. if you are the head of your organisation, please name two business / professional associates

a. 1st Sponsor

Name: Dr Keith Chau

Organisation: School of Professional Education and Executive Development, The Hong Kong Polytechnic University

Job Title: Senior Consultant

IIM Membership No.(if applicable):

b. 2nd Sponsor

Name:

Organisation:

Job Title:

IIM Membership No.(if applicable):

c. I am the applicant's first sponsor and can understand that the statements made are correct.

Name:

Date:

Signature:

32. Membership Fee:

☐

I would like to pay my initial membership fee plus assessment fee and the ongoing annual membership fee as it falls due in subsequent years through sending a crossed check payable to "The International Institute of Management Limited" with the payment reply slip to : Rm 1103,11/F, Shanghai Industrial Investment Bldg., 48-62 Hennessy Road, Wanchai, Hong Kong.

* For Overseas applicants, please write to us at info@iim.org for payment methods.

Any future increase in subscriptions will be notified in writing before your subscription falls due.

I intend to develop my management and professional skills and commit myself to support the Institute and abide by its code of professional conduct in my day-to-day practice. I hereby apply for membership / upgrade in my present membership *as per information provided above. I declare that the statements made above are correct and understand that membership could be rescinded if the information is found to be false or misleading. I consent to having my name and profession classified in the institute's publications. I further understand my membership shall cease and that I shall have no right in using any titles of the institute upon my failure to pay annual dues.

Signature:

Date:

Completed application form shall be sent to Secretariat: Rm 1103, 11/F, Shanghai Industrial Investment Bldg, 48-62 Hennessy Road, Wanchai, HK.

Membership Grade:

Date Received:

Date Approved:

Membership No:

Approved Signature:

Received Items:

☐ Payment(32)

☐ Qualification Proof(30)

☐ Job information(24)

Membership grades of the Institute are classified as follows:

Hon Fellow (Hon FIIM)	This grade is awarded by invitation only, at the discretion of the Executive council, to individuals who have demonstrated prominent achievement in the practice of management or administration within the industry or activity in which they operate, particularly at cross-national level.
Fellow (FIIM)	This grade will be applicable to those who meet all the criteria for the full Member grade and who also possess successful track records in management of a substantial scope and duration at senior level in organisations of significance.
Member (MIIM)	This grade is normally for those who possess a master degree or above, with a minimum of three years' management experience. Those with a Bachelor degree and who have extensive management experience may be considered on exceptional grounds.
Associate (AIIM)	This is a development grade for those who possess an approved management, academic or professional qualification but have not yet met the experience criteria for higher membership grade. It may also be appropriate for individuals whose qualifications do not have a sufficiently high weighting factor and therefore, to compensate for this, they are required to gain a longer period of proven management experience.
Affiliate	This grade is provided to encompass all those who wish to be identified with the aims of the Institute and who are not operating primarily in a management capacity, or do not have appropriate qualifications.
Student	Full-time and part-time students pursuing recognised management or business studies programmes.
Company	A company member shall be an organisation that satisfies the Membership Assessment Panel that it is actively promoting management excellence internally and externally, or is providing education/training in management learning, and is interested in supporting the objectives of the Institute.

Schedule of Fees - Hong Kong

GRADE	Annual Membership Fee (HKD)	Assessment Fee (HKD)	Total Initial Fee (HKD)
Hon Fellow(by invitation)	N/A	N/A	N/A
Fellow(corporate)	800.00	300.00	1,100.00
Full Member(corporate)	600.00	300.00	900.00
Associate Member	500.00	300.00	800.00
Affiliate Member	400.00	300.00	700.00
Student Member*	200.00	300.00	500.00
Company Member	3,000.00	300.00	3,300.00

* 1st year membership fee for Student Members waived.

- Notes:**
1. Individuals satisfying corporate membership grades, may elect for life membership. The fees will be available upon request after successful admission.
 2. Full payment must be submitted together with the application.
 3. The above-mentioned fees are not included the cost of certificate, the extra cost of certificate is amounted to HK\$300 each.