

BCSLA Change of Membership Status Request Form – Registered Landscape Architects

Requests for changes of membership are due by November 15 for the following year. Please review the BCSLA Bylaw excerpts on the second page before filling out this form.

Name: _____ BCSLA Registration Number: _____

Street Address: _____ City: _____

Province: _____ Postal Code: _____ Country: _____

Email address: _____ Telephone: _____

What change in membership would you like to request?

- I would like to become a BCSLA Inactive Landscape Architect
- I would like to become a BCSLA Retired Landscape Architect
- I would like to resign from the BCSLA.

Please state your reason(s) for requesting this change:

Please read and agree to the following:

- I confirm that my continuing education credits are up to date.
- I have no outstanding BCSLA payments.
- I will promptly return the BCSLA stamp by traceable courier or mail upon my change in membership status.
- I understand that if I resign, my records will be removed from the BCSLA online system.
- I will keep hard copies of my continuing education credits and work experience on file.
- I have read and understand the BCSLA Bylaws and Policies document.

Member Signature : _____ Date: _____

To safeguard and protect your personal information, the BCSLA will only use this information for the purpose(s) specified. It will not be re-used or distributed in any form other than for its specified purpose in compliance with [BCSLA Privacy Protection Policy](#), [PIPEDA](#), PIPA, [EU-GDPR](#) and [Federal ANTI-Spam Legislation](#).

BCSLA BYLAWS AND POLICY EXCERPTS

In keeping with BCSLA Bylaws and Policies as excerpted below you are required to abide by the [BCSLA Inactive Policy](#). A complete copy of BCSLA Bylaws is available at <http://www.bcsla.org>. The Bylaws of the day will apply.

Inactive Landscape Architect Members

If a Member wishes to become Inactive and will do so for a period longer than six months the Registrar will consider the request provided the Member is a Member in good standing having paid all dues and fees and provides written notification to the Registrar along with their professional stamp.

When the Inactive Member applies for reinstatement as a full Member the following fees will be due:

- a) The current year's pro-rated dues (quarterly)*
- b) A \$25 administration fee*

A Member approved for Inactive status will represent himself or herself as an Inactive Landscape Architect. An Inactive Landscape Architect will not use a stamp or seal of the profession.

Members in the Inactive Landscape Architect category are required to participate in the Continuing Education (CE) Program and have to meet a minimum standard of 15 credits over a three-year period. Credits will be pro-rated.

BCSLA Bylaws

Retired Landscape Architects

2.16 A Retired Member is a Landscape Architect who retires from practice, and who satisfies one of the following criteria:

- a) maintained Membership in good standing with the Society for twenty-five (25) years,*
- or*
- b) engaged in the full-time practice of landscape architecture for twenty-five (25) years.*

2.17 Any Landscape Architect who satisfies one of the above conditions may apply to the Registrar for Retired Member status, and must include an undertaking to the Society not to engage in the practice of Landscape Architecture except in limited consulting under the direction of a practicing Member, and applicable fees as the Board may establish from time to time. [Amended: May 3, 2008]

Reinstatement

A Registered Landscape Architect who has been granted a change in status may be reinstated to their previous status on application to the Registrar, if

- a. within three (3) years of the date of the application the Member pays his or her current dues and administration fees; or*
- b. after three (3) years of the date of the application the Member pays his or her current dues and administration fees and provides a declaration of character and work history, and fulfils such other requirements as may be determined by the Board of Examiners.*

Requalification

A Landscape Architect, Retired Landscape Architect, or former Registered Landscape Architect may apply to the Registrar for re-qualification to practicing Landscape Architect status, under the following circumstances:

- a. If less than five (5) years has elapsed since the applicant has not engaged in the practice of landscape architecture or equivalent practice, or passed the Admission Program, the Registrar must not approve the application for requalification unless the applicant passes a re-qualification examination; or*
- b. If less than seven (7) years but more than five (5) years has elapsed since the applicant has not engaged in the practice of landscape architecture or equivalent practice, or passed the Admission Program, the Registrar must refer the application to the Credentials Committee.*