



Applying for CAETS Membership

Applications for CAETS Membership must be received by the Secretariat no later than 90 days in advance of the annual Council meeting during which the application is to be considered.

Upcoming meeting dates are: **June 24, 2020; September 22, 2021**. Completed applications should be sent electronically to: caets.message@outlook.com and ruth.a.david@outlook.com

Applications must demonstrate that the academy meets the Criteria for Membership defined in ARTICLE 2, Section 3 of the CAETS Bylaws, and should be structured as outlined below.

- I. Background
 - i. Name of Academy, point of contact for questions regarding application
 - ii. Date of establishment of the academy (*applications for admission will normally be accepted for consideration no earlier than three years after the official date of establishment*)
 - iii. Brief description of motivation for establishment of academy and other relevant background information
 - iv. Current leadership team (names, brief paragraph biographies)
 - v. Describe your interest in joining CAETS

- II. Membership Criterion a) Representative of the engineering and technological community of that country
 - i. Describe the role of the academy with respect to the broader communities and other professional bodies in your country

- III. Membership Criterion b) Subscribe to the nonpolitical, non-governmental international character of the Council
 - i. Provide founding documents (e.g. Articles of Incorporation) that demonstrate independence from governmental influence
 - ii. Describe role of academy with regard to the government

- IV. Membership Criterion c) Peer elected membership with criteria for election based on significant personal contributions to engineering, technological sciences, or related activities
 - i. Describe membership election criteria (i.e. required qualifications)
 - ii. Describe election process (nomination through election)
 - iii. Provide relevant Bylaws or Policies

- V. Membership Criterion d) Governed by its elected membership
 - i. Describe leadership election process (including terms of service)
 - ii. Describe governance responsibilities of elected leadership (both individuals and relevant Councils/Committees)
 - iii. Provide relevant Bylaws or Policies

- VI. Membership Criterion e) Engaged in significant activities demonstrating that its objectives are compatible with the objectives of CAETS (Bylaws Article 1):
- *Provide an independent nonpolitical and non-governmental international organization of engineering and technological sciences academies, prepared to advise governments and international organizations on technical and policy issues related to its areas of expertise;*
 - *Contribute to the strengthening of engineering and technological activities in order to promote sustainable economic growth and social welfare throughout the world;*
 - *Foster a balanced understanding of the applications of engineering and technology by the public;*
 - *Provide an international forum for discussion and communication of engineering and technological issues of common concern;*
 - *Foster cooperative international engineering and technological efforts through meaningful contacts for development of programs of bilateral and multilateral interest;*
 - *Encourage improvement of engineering education and practice internationally;*
 - *Foster establishment of additional engineering academies in countries where none exist; and*
 - *Undertake other projects, programs, and activities not inconsistent with section 501 (c)(3) of the Internal Revenue Code and any applicable law of the District of Columbia.*
- i. Summarize (brief paragraphs) major activities of the academy over the past 3 years that are related to CAETS Objectives
- ii. Provide most recent Annual Report if available (link to electronic copy is acceptable)
- VII. Membership Criterion f) Financial support to pay the costs of CAETS membership and the costs of participation in CAETS activities
- i. Provide copy of most recent audited financials (or equivalent)
- ii. Summarize major sources of income
- VIII. Conclusion
- Applicant's discretion – additional summary comments that could be helpful in evaluation of application