



ALIA recognises overseas qualifications completed up to 10 years prior to your application, unless demonstrated that you have maintained involvement in the profession by undertaking relevant Library and Information Science (LIS) continuing professional development and work experience. ALIA reserves the right to request additional supporting documents or evidence

1. PERSONAL DETAILS

Title _____ First name _____ Last name _____
Date of birth [] [] / [] [] / [] [] [] []
Address _____
Town/Suburb _____ State _____ Postcode _____ Country _____
Home phone _____ Mobile _____
Email _____

EMPLOYMENT DETAILS

Address _____
Town/Suburb _____ State _____ Postcode _____ Country _____
Work phone _____ Work email _____
Position _____
Commencement date of employment [] [] / [] [] / [] [] [] []
[] Full time [] Permanent part time (No. of hours per fortnight _____) [] Casual (No. of hours per fortnight _____)

SECTOR DETAILS

[] Consultant [] Special: Law [] Knowledge Management [] Special: Corporate [] Unspecified
[] National/State/Territory [] TAFE/VET [] Museums [] Special: Health [] Records Management
[] Public [] University [] LIS Educator [] Special: Other [] Galleries
[] Special: Association/NFP [] Student [] Parliamentary [] Unemployed [] ICT
[] Special: Government [] Archives [] School [] Industry Partner/Vendor

2. DOCUMENTS TO BE INCLUDED WITH THIS APPLICATION

Please indicate that you have included each of the following documents. If any document is not in English, please also include a translation. For all overseas qualifications an assessment by VETASSESS must be included in your application as we cannot process it without this documentation.

For each library and information studies qualification:

- [] Overseas qualification assessment by VETASSESS.
VETASSESS is the Australian government body that assesses qualifications for immigration purposes (www.vetassess.com.au).
[] A certified copy of the qualification in library and information science.
[] A transcript of results including details of the marking system.
[] The syllabus of the course in library and information science.
[] Any further information or documentation on the course, including further subject descriptions, reading lists or other similar documents.
[] A copy of all qualifications that you hold (these may be in any other discipline).
[] Resume.
[] Documentation on relevant employment.
[] Documentation on membership of relevant professional organisations.
[] Documentation on continuing education courses or training you have attended.



*Not covered by MOUs with other overseas LIS Associations or ALIA accreditation.

- Information on any publications or reports you have written.
- Copy of photographic identification (passport or driver's licence).
- If your qualification is in teacher librarianship, a copy of your recognised teaching qualification.

3. QUALIFICATIONS

Please complete this section for the first qualification you received in Library and Information Sciences.

A. NAME OF QUALIFICATION AND WHERE IT WAS AWARDED

In original language _____

In English _____

Name of institutions awarding the qualification

In original language _____

In English _____

B. LENGTH OF COURSE

i. Years full time study _____ **OR** In semesters _____

ii. Date study commenced / / Date study completed / /

iii. Requirements for entry _____

iv. Degree Library Technician Library Technician Other _____

v. Did you complete a thesis/dissertation/major research project as part of your course? Yes No

If the answer is yes:

What was the approximate length of words of your thesis? _____

What was the title (in English) _____

vi. What level of work does this course qualify you for? Librarian Library Technician Other

C. WORKPLACE EXPERIENCE WITHIN THE COURSE

Did this course include any industry experience? Yes — please briefly describe this experience No — please go to next section.

Industry experience provider	Type of work	Dates of experience
_____	_____	_____
_____	_____	_____
_____	_____	_____

D. ELECTRONIC RESOURCES AND INFORMATION TECHNOLOGY

Please provide a brief description of the electronic information tools that you used in this course.

If you have completed more than one qualification in library and information science, please attach a separate sheet giving your answers to the above questions — A to D.



4. EMPLOYMENT HISTORY

Please give details of your employment in the library and information sector. Please include a duty statement of the most recent position held if this is available.

Employer	Position	Dates of employment

5. CONTINUING PROFESSIONAL DEVELOPMENT

Please give details of any library and information professional development or continuing education courses or training that you have attended.

Course	Offered by	Date

6. MEMBERSHIP OF PROFESSIONAL ORGANISATIONS

Please list any relevant professional organisations in which you have been involved.

Organisation	Dates of membership

7. PUBLICATIONS OR PROFESSIONAL REPORTS

Please provide details of publications or professional reports you have written on the library and information sector.

8. REFEREE

Please give the name and contact details of a person familiar with your work in the library and information sector whom may be contacted for advice on the nature and level of your work experience in the library and information sector. If it is an overseas referee please make sure you include their email address.

Name _____ Position _____

Employer _____

Address _____

Town/Suburb _____ State _____ Postcode _____ Country _____

Telephone number _____ Email _____

Signed _____ Date _____



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PRIVACY

In accordance with ALIA's information handling policy, any personal information provided on this form will be used by ALIA only for purposes directly related to your membership of ALIA, including notifying you of ALIA's functions and activities. We acknowledge that ALIA will not disclose your personal information to third parties, except to a service provider for the sole purpose of performing an activity on behalf of ALIA. ALIA will use all reasonable efforts to ensure that the recipient handles your personal information in accordance with appropriate privacy principles. Your prior consent will be sought for any other proposed disclosure.

MEMBERSHIP FEE

ALIA provides recognition process only to current ALIA personal members. To join ALIA as a personal member, the cost is **\$360.00** for full fee (income for the financial year exceeds \$34,600), or **\$205.00** for reduced fee (income for the financial year is less than \$34,600).

ADMINISTRATION FEE

A one-off administration fee of **\$360.00** for all overseas recognition applicants. The fee covers the recognition process and the issuing of a certificate if successful. This fee is non refundable.

PAYMENT DETAILS

Full fee — \$360.00 Reduced fee — \$205.00

Membership fee	\$ _____
Overseas recognition administration fee	\$ 360.00
TOTAL (\$AUD)	\$ _____

I enclose a cheque/money order for the total amount as shown above **OR** Please debit the total amount to my credit card

Credit card type: Mastercard VISA

Card no. — — — Expiry date / CVV

Name on card _____ Signature _____

OR I will pay by Electronic Funds Transfer (EFT)

EFT Direct Deposit Payment Details

Bank: Commonwealth Bank of Australia

Acc Name: Australian Library & Information Association BSB: 062 905 Acc Number: 1008 2198

Swift code: CTBAAU2S (required for overseas transactions)

Remittance email: finance@alia.org.au Please quote full name when making payment.

DECLARATION

I hereby apply for election as a Member, then the appropriate upgrade as a successful overseas recognition applicant of the Australian Library and Information Association and certify that to my knowledge my application fulfills the necessary requirements. I undertake to observe the Constitution of the Association (available at www.alia.org.au) and agree to Clause 7.9.

Signature of applicant _____ Date / /

PLEASE NOTE

The recognition process generally takes 16 to 20 weeks to complete when all required documentation is provided. It may be delayed if we do not receive copies of all necessary documents.

PLEASE RETURN THIS COMPLETED APPLICATION WITH COPIES OF YOUR QUALIFICATIONS TO:

Member Services

Australian Library and Information Association

EMAIL membership@alia.org.au

POST Reply Paid 6335, Kingston ACT 2604

FAX 02 6282 2249

www.alia.org.au

9-11 Napier Close Deakin ACT 2600 | PO BOX 6335 Kingston ACT 2604 | ABN 40 090 953 236

phone 02 6215 8222 | fax 02 6282 2249 | freecall 1800 020 071 | enquiry@alia.org.au | [f](https://www.facebook.com/ALIANational) ALIANational | [t](https://twitter.com/ALIANational) @ALIANational