



Association of Collegiate Schools of Planning

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Affiliate Membership – Base Dues \$115*

Affiliate Membership is open to any academic unit that has a clear interest in planning, but does not offer a degree in planning. Faculty and students of Affiliate member units may serve on and chair committees but may not vote or hold offices.

Corresponding Membership – Base Dues \$115*

Corresponding Membership is open to any non-U.S. academic unit that offers a degree in planning. Faculty and students of Corresponding member units may serve on committees but may not vote or hold offices.

Participation in meetings of the Association is open to all faculty and students of Affiliate and Corresponding member units. Faculty and students in all member departments receive *UPDATE* and they are eligible for most ACSP awards, scholarships and prizes. In addition, all member departments may appear in the *Guide to Planning Programs* and they may post job announcements and other appropriate information on the ACSP website and in *UPDATE*. Affiliate and Corresponding member units may pay capitation fees* so that their faculty may receive capitation services including subscription to the *Journal of Planning Education and Research* and *UPDATE*. For more detailed information, see “By-Laws Approved 11.10.01: Articles II, IV, and V”. The By-Laws can be found at www.acsp.org.

***Dues/Capitation:**

Faculty who devote 50% or more time to the planning unit are designated “capitated faculty.” The capitation fee is \$50 per designated faculty. The base dues amount is added to the total capitation fee amount for the total annual invoice. The capitation may be adjusted annually. Dues and capitation fees are not pro-rated. Faculty from a unit making application with dues paid prior to March 31 will receive back issues of JPER for the current academic year. Faculty from a unit making application and dues paid after March 31 will receive JPER beginning with the first issue of the new academic year. Regardless of your membership start date, capitated faculty will receive four issues of JPER.

Mail a check payable to the *Association of Collegiate Schools of Planning*. The check total should be \$115 plus \$50 for each designated “capitated” faculty.

Complete the application on the next page and submit along with check and additional documentation as requested. Mail to the address above. We will e-mail a confirmation when we’ve completed processing your application. Thank you!



Application

Affiliate

Corresponding

Institution _____

Department _____

Address _____

Address _____

Address _____

City _____ State _____ ZIP Code _____

Country _____

Department Telephone _____ Fax _____

Department Email _____ Web Site _____

Year in which authorization to offer a degree was obtained _____

Year in which the degree was first conferred on a graduating student _____

Is the degree a Bachelors or Masters degree? _____

Submit Along with this Application:

- For Affiliate Membership – documentation of interest in planning, for example, catalog language showing existence of a minor, certificate program, etc.
- For Corresponding Membership - evidence of your authorization to offer a planning degree – for example, a photocopy of the catalog language that explains your degree and its requirements

List Your Capitated (full-time) Faculty (\$50 per person):

Department Chair:

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Faculty:

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

List Your Non-Capitated (part-time) Faculty (\$0 per person):

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____

Telephone _____ E-mail _____

Given (First) Name _____ Family (Last) Name _____
Telephone _____ E-mail _____
Given (First) Name _____ Family (Last) Name _____
Telephone _____ E-mail _____

If you need additional space, please use the above format and continue your list on the back of this form.