**ASSOCIATE MEMBERSHIP OF EAQUALS – AN INTRODUCTION**

Organisations which support Eaquals’ aims of promoting quality in language education in Europe and beyond are invited to apply for Associate Membership of Eaquals.

Associate Members can attend all meetings, and are entitled to vote on most matters. They are asked to provide annual reports on their activities, which are posted on the Eaquals website.

The categories of organisation which are eligible include:

* national cultural agencies
* national and international associations of schools with their own quality assurance schemes
* examination boards (special rules apply)
* publishers
* ministry of education institutions
* international associations involved in language education
* foundations or associations with groups of schools that are Eaquals members.

In order to be considered for membership, prospective candidates are asked to complete an application (see below) in which they illustrate how their activities conform to the [Eaquals Charter for Associate Members](http://eaquals.org/pages/7041). There are also [special criteria for examinations boards](http://www.eaquals.org/pages/?p=7041).

The application is considered by a Committee made up of a Board member (chair), and representatives of Eaquals members. In the case of examination boards, the Committee may ask for an independent review of the applicant’s compliance with the special criteria applicable. The Committee then makes a recommendation to the Board, who vote on admission of the Associate Member concerned.

**APPLICATION FOR ASSOCIATE MEMBERSHIP**

**This form is designed to support applications from organisations which wish to become Associate Members of Eaquals**

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| --- | --- |
| Name of the organisation |  |
| Address |  |
| Phone |  |
| Fax |  |
| E-mail |  |
| Website |  |
| Contact person (+e-mail) |  |
| Legal status of the organisation |  |
| Main objectives and activities of the organization: |
| Reasons for wishing to become an Associate Member of Eaquals: |
| We can contribute to achieving Eaquals’ aims in the following ways: |
| The benefits of Eaquals Associate Membership for our organisation would be: |

|  |
| --- |
| We confirm that the organisation above fulfils the terms of the Eaquals Charter for Associate Members in the following ways (please provide brief details and attach relevant documents): |
| 1. We have clear public statements of our commitment to quality in our domain of activity – in the form of charters, codes or other appropriate documents
 |  |
| 1. We implement appropriate and effective procedures for quality assurance and control.
 |  |
| 1. We take account of, and where it is relevant, comply with and implement the principles of the Common European Framework of Reference.
 |  |
| 1. We have appropriate complaints and grievance procedures for users of our services
 |  |
| Other relevant information |

**Signed Date:**

Please send this form and links to or copies of the organisation’s mission statement and relevant information to: Anna Andor, Eaquals’ Services Manager e-mail: aandor@eaquals.org , or the Secretariat fax: + 36 1 785 58 90

The information you provide will be carefully considered by the Associate Membership Steering Committee, who will make their recommendations to the Eaquals Board. Admission to Associate Membership is subject to approval by the Eaquals Board.