



# SOUTH AFRICAN INSTITUTE OF DRAUGHTING

*Association not for Gain*

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## APPLICATION FOR MEMBERSHIP

### INFORMATION SHEET FOR STUDENTS

#### NOTE:

- Read these notes in conjunction with the Application for Membership (E01) form and use them as a check list to ensure that you submit all the relevant information and documentary proof when applying for membership.
- Your application for membership will only be considered upon receipt of **ALL** the documentation, information and payment of the prescribed registration and membership fees.
- Failure to submit or pay any of the above, will delay the approval of your application.
- All the questions to be answered in **BLOCK LETTERS**.
- All documentation is to be posted by **REGISTERED POST**.

#### 1. PERSONAL PARTICULARS

##### *Information required on the application form*

- Complete the section on your personal particulars.
- **All** details to be provided.

##### *Documentary proof required*

- Submit certified copy of your identity document.

#### 2. DECLARATION

- The applicant must declare that all the statements and documents, made in support of the application, are true and correct, by signing and dating the Application for Membership (E01) form in the presence of a Commissioner of Oaths.

#### 3. EDUCATION

##### *Information required on the application form*

- State which educational institution(s) you attended.
- State your highest qualification attained for **each category**.
- State the year in which you gained the relevant qualifications.
- State the name of the educational institution and the course for which you are currently registered.

##### *Documentary proof required*

- Submit certified copies of your highest educational certificate(s) / diploma(s) for each educational category.
- Should you be unable to provide the certificate(s) / diploma(s) or official statement of results, a letter from the institution(s) or affidavit(s) stating the subjects and course(s) passed, as well as the date on which the examination was written, will be accepted.
- Submit certified copies of your letter of registration and student card from the educational institution with which you are currently registered.

#### 4. REGISTRATION FEE

- Banking details on the attached Invoice must be used.
- Proof of payment of the registration fee, either as a copy of the deposit slip or receipt of electronic payment, must accompany your application.
- In the event of an application not being successful, 20% of the registration fee will be refunded.

#### 5. MEMBERSHIP REGISTRATION

- After presentation of your membership application you will be notified, as soon as possible, of the Executive Committee's decision.
- A membership certificate, a copy of the Constitution and Bylaws, a pledge and receipt of membership certificate and agreement, will be posted to you.

#### 6. GENERAL

- Do not submit original certificates.