

ANNUAL MEMBERSHIP FEE DISCOUNT REGULATIONS

PURPOSE

1. These Regulations specify the circumstances in which an Engineering New Zealand member may be entitled to a discount on their Annual Membership Fee. They are made by the Board pursuant to Engineering New Zealand Rules 22.1 and 9.4.

COMMENCEMENT

2. The Regulations came into force on 1 October 2017 and were last updated on 12 December 2019.

ENTITLEMENTS TO A DISCOUNT

3. Engineering New Zealand members may qualify for a discount on their Annual Membership Fee if they are:
 - temporarily on a low income or are unemployed;
 - retired or have ceased active employment (see clauses 12-13);
 - overseas (for a minimum of 12 months);
 - on a Career Break (see clauses 14-16); and/or
 - experiencing any other extenuating circumstances that may limit their ability to pay a full Annual Membership Fee.
4. The Governing Board of Engineering New Zealand (the Board) sets the level of discount entitlements on an annual basis.
5. Members who qualify for a discount will still receive Engineering New Zealand communications, including publications and newsletters, and have access to online recording tools and the full range of member benefits and services.

APPLICATION FOR DISCOUNT AND DECISION-MAKING

6. An Engineering New Zealand member seeking a discount on their Annual Membership Fee for a particular year should apply to Engineering New Zealand for the discount in advance of the new billing year (before 1 September).
7. Applications for a discount should be in writing and include the following information:
 - 7.1 the applicant's name, membership class and membership number;

- 7.2 a statement from the applicant outlining the reasons why they consider they qualify for a discount; and
- 7.3 any evidence or statements that the applicant wishes to provide in support of their application for a discount.
8. All applications for a discount will be considered and determined by the Chief Executive of Engineering New Zealand. If the Chief Executive considers it appropriate, they may seek additional information in support of the application.
9. The Chief Executive's decision on a discount application is final. There is no right of appeal.
10. Engineering New Zealand members can only receive one discount at a time. Engineering New Zealand members who qualify for more than one discount in their membership year will have the highest discount available to them applied.
11. Engineering New Zealand does not generally provide refunds for Annual Membership Fees paid during preceding years except where good reasons exist that the discount could not be applied for earlier.

ADDITIONAL ENTITLEMENT CONSIDERATIONS

Retired members

12. Retired members can apply for a discount on their Annual Membership Fee if they are no longer providing engineering-related or any other services for reward, and have no intention of doing so in future.
13. Retired members given a discount do not need to apply annually for the discount but must advise Engineering New Zealand immediately if their circumstances change such that they no longer qualify for this discount.

Members on a Career Break

14. Engineering New Zealand members may qualify for a Career Break discount if they are not practising engineering for a period of six months or more for any of the following reasons:
- parental leave
 - sick or caring for others
 - travel
 - unemployment
 - sporting or cultural pursuits
 - full-time study
 - voluntary work overseas, or
 - other significant circumstances, by agreement with Engineering New Zealand.
15. Engineering New Zealand members may not be eligible for a Career Break discount if they are doing:
- part-time engineering work, or
 - non-engineering work for reward.
16. Engineering New Zealand members granted a Career Break discount must advise Engineering New Zealand immediately if their circumstances change such that they no longer qualify for this discount.

ITEMS NOT COVERED

Anything not covered within these Regulations that could reasonably be expected to be included will be determined at the discretion of the Board.