

Application to upgrade your membership of the Chartered Institute of Horticulture

If you are an Associate, Student or Prizewinner member of the Chartered Institute of Horticulture, you may be eligible to upgrade your membership. Upgrading to Associate or Member grade will entitle you to use the appropriate post-nominal letters (ACIHort, MCIHort).

Upgrading will depend on your current qualifications and experience. Please see the membership criteria on the Institute's website at <https://www.horticulture.org.uk/membership/criteria/> for guidance on the qualifications and experience needed for each grade of membership. If you are not sure of the appropriate grade, please leave this section blank, in which case your application will be assessed according to the membership criteria, and you will be informed of the outcome.

If you would like to be considered for a membership upgrade, please complete this form and return to the Secretariat, together with:

- an up-to-date CV and,
- **copies** of certificates for any qualifications gained since your original application.

You will also need to supply details of a referee to confirm the information you provide.

Please note that this form should **not** be used if you wish to become a Fellow of the Institute or to apply to be granted the title of Chartered Horticulturist. Details of the nomination and application process for these are available separately on the Institute's website.

Please type or write clearly.

Current membership grade:	Prizewinner <input type="checkbox"/>	Student <input type="checkbox"/>	Associate <input type="checkbox"/>
Grade of membership applied for: <i>See notes above - leave blank if Secretariat assessment required</i>	Student <input type="checkbox"/>	Associate <input type="checkbox"/>	Member <input type="checkbox"/>

Membership number (if known):							
First Names							
Surname							
Title	Prof <input type="checkbox"/>	Dr <input type="checkbox"/>	Mr <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Other (please state) <input type="checkbox"/>
Date of birth						<i>Note that date of birth is only required for identification purposes and will have no bearing on the success or otherwise of your application.</i>	
Home address							
					Post code		
Telephone (Home)					Telephone (Mobile)		
Email (Home)							

Current employer • <i>Students – give College attended</i> • <i>If self-employed, give Company name</i>	
Job title • <i>Students – give course title</i>	

Work/College Address			
		Post code	
Telephone (Work)			
Email (Work)			
To which address should we send correspondence?	Home <input type="checkbox"/>	Work <input type="checkbox"/>	

Referee	Please provide name and contact details for a referee who can confirm the information supplied in this upgrade application and comment on your current level of work. We will contact them (by email) for this purpose. Please note that this should not be a member of your family.		
Referee name			
Position/Employment			
Email address			

Applicant's undertakings		
<input type="checkbox"/> I wish to apply to upgrade my membership of The Chartered Institute of Horticulture and declare that the information I have supplied in this application and accompanying curriculum vitae or qualifications and experience form is, to the best of my knowledge, accurate and true.		
<input type="checkbox"/> I declare that I shall undertake to be bound by the rules of The Chartered Institute of Horticulture as determined by the Royal Charter and Bye-Laws, and to abide by the Code of Professional Conduct issued by Chartered Institute of Horticulture. I accept that any breaches of the Rules or the Code of Professional Conduct will be dealt with under disciplinary procedures.		
Signature of Applicant	Date	
<i>Your electronic submission of this form is taken as your agreement to the above undertakings.</i>		

Payment
If you are upgrading from a free Prizewinner or Student membership, or you do not currently have a direct debit set up to pay your membership subscription and wish to pay by this method, please contact cih@horticulture.org.uk

Check list– please ensure you have completed all parts of the process before submitting your application.
<input type="checkbox"/> Completed application <input type="checkbox"/> Enclosed up-to-date CV or completed Qualifications and Experience Form <input type="checkbox"/> Enclosed copies of the certificates for those qualifications gained since your original application. <input type="checkbox"/> Enclosed completed direct debit form (for current Prizewinners or if you do not currently have a direct debit set up)
Please send your completed forms to: Chartered Institute of Horticulture, BGA House, Nottingham Road, Louth, Lincolnshire, LN11 0WB or email to: cih@horticulture.org.uk

Note that your application will be assessed by the Secretariat on the basis of the information you supply. You will then be informed of the resulting grading, which may differ from the grading you originally applied for. Therefore it is very important that you complete the application fully and enclose all relevant information.