

# Individual Chartered Member Upgrade Form – Chartered Member/Chartered Fellow

All questions to be answered and printed in ink and in block capitals

CISI Customer/Membership number

## 1. I wish to apply to upgrade my membership

Chartered Member     Chartered Fellow    (Details of upgrade criteria can be found on our website [cisi.org/membership](http://cisi.org/membership))

## 2. Personal details

Title:

First name(s):

Last name(s):

Home Address:

Postcode:

Tel. (include country and local code):

Mobile:

Email:

Date of birth:  /  /

Former Name(s) if any:

## 3. Work details

Firm name:

Job title:

Department:

Firm address:

Postcode:

Tel. (include country and local code):

Email:

**4. Contact Information** (tick one)

Correspondence to be delivered to:

Work  Home

Who will pay your annual subscription?

Firm  Self

If firm, please provide the following information: Contact name:

Dept:

Cost centre:

Address (if different from above):

**5. Statement of eligibility** I confirm the following (please tick)

**5.1 Membership Criteria**

- I currently hold the following CISI membership: Associate  Member/Chartered Member  Fellow
- I have been a member of the CISI for a minimum of one year
- I have passed the IntegrityMatters test (required for all applications)

**5.2 CPD criteria**

If applying for Chartered Member status, please confirm one of the following criteria is met:

- a) I have logged five full consecutive years CPD as an Associate ; or
- b) I have a CISI Level 4/5 qualification and I have logged four full consecutive years CPD as an Associate ; or
- c) I have a CISI Level 6/7 qualification and I have logged a full year of CPD as an Associate ; or
- d) I have logged a year of CPD as a Member/Fellow.

If applying for Chartered Fellow status, please confirm one of the following criteria is met:

- e) I have a CISI Level 6/7 qualification and I have logged 3 full consecutive years CPD as a CISI Chartered Member/Member ; or
- f) I have a CISI Level 6/7 qualification and I have logged 3 years CPD as a personally Chartered member of a relevant Chartered Body\* and + 1 year as a CISI Member /Chartered Member ; or
- g) I have a CISI Level 6/7 qualification and I have logged 2 years CPD as a personally Chartered member of a relevant Chartered Body\* and +2 years as a CISI Member/Chartered Member.

\*Must be recorded CPD as a personally Chartered member of a relevant Chartered Body (the list of those we accept is available in the Individual Charter FAQs). The CPD used must have been logged in the consecutive years immediately preceding your CISI membership. You will need to provide written confirmation of your relevant membership history with the relevant Chartered Body, this should be included with your application.

Signature:

Date:  /  /

**For office use only**

MEM	<input type="text"/>
CPD	<input type="text"/>
IM	<input type="text"/>
QUAL	<input type="text"/>

## 6. Disciplinary History (tick one)

a) I have been convicted of a criminal offence.

Yes  No

*Please note that you do not need to disclose convictions that are spent under the Rehabilitation of Offenders Act 1974, or protected convictions that are filtered from a standard or enhanced Disclosure and Barring Service (DBS) check.*

b) I have entered an Individual Voluntary Agreement (IVA) or equivalent agreement with my creditors or have been adjudged bankrupt or insolvent or compounded with my creditors.

Yes  No

c) I have been subject to disciplinary proceedings by the FCA, other regulator or any professional body within the past five years.

Yes  No

d) I have been subject to a disciplinary investigation by my firm that has led to disciplinary action being taken against me.

Yes  No

Please provide details with your application if you have responded Yes to any of the above.

---

## 7. Declaration

1. On applying to upgrade my membership of the Chartered Institute for Securities & Investment I agree to abide by the Royal Charter, Bye laws, Regulations, and to uphold its high standards as published in its Professional Code (all available from website). Any breach of the Regulations may give rise to disciplinary procedures and termination of my membership.
2. I am aware that CPD is mandatory for CISI members and agree to undertake CPD on an annual basis meeting the CISI CPD requirements to maintain my membership. I understand non-compliance of the CISI CPD requirements can lead to my membership being suspended.
3. I know of no reason why I should not become a member.

Signature:

Date:

 /  / 

Name in full:

**8. Payment** Please complete as appropriate

The upgrade fee is £55, plus the difference in annual subscription between your current subscription fee and the category of Membership for which you are applying. The upgrade fee and subscription fee are payable at the time of upgrade. **Thereafter, subscriptions are due annually on 1 April**, and may be paid by direct debit.

I would like to upgrade from (please choose one option only):

- Associate to Chartered Member £130
- Member to Chartered Member £55
- Member to Chartered Fellow £81
- Chartered Member to Chartered Fellow £81
- Fellow to Chartered Fellow £55

(There is no pro-rata arrangement)

Please note that no upgrades can be processed where there is an outstanding subscription due for the current year.

**Payment by Firm:**

Firm reference:

I authorise payment for membership to be invoiced to our general account:

Print name:

Signed:

HR Department:

**Payment by Card:**

Please contact  me or  other

by telephone/email\* to make payment on my behalf.

Telephone number:

Email address:

\*If you have selected via email you will receive a payment link from **customersupport@cisi.org** to complete.

Name:

Signature:

The CISI reserves the right to seek independent verification of all the information supplied on this application form as part of the assessment process. The CISI reserves the right to refuse applications where information supplied is found to be false.

**Please post or email this form to:**

Customer Support Centre, Chartered Institute for Securities & Investment, 20 Fenchurch Street, London EC3M 3BY  
**Any questions?** applications@cisi.org / +44 20 7645 0777