



**QASA Inc.**  
C/O Hubbard's School  
PO. Box 1576  
Milton, QLD, 4064

**P** +61 (07) 3371 5999  
**E** [qasa@hubbards.qld.edu.au](mailto:qasa@hubbards.qld.edu.au)  
**W** [www.qasa.org.au](http://www.qasa.org.au)

**President:**  
**Vice-President and Treasurer:**  
**Secretary:**

Cathy Pappalardo  
Janette Atchison  
Karen Browning

**ABN** | 47 743 209 855

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## Membership Application for Corporate QASA Membership

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Corporate memberships are available for all educational institutions with one or more student adviser or career practitioner. Each student adviser has the opportunity to apply for professional status under their school's corporate membership. Those who meet the professional standards may attend all meetings at no cost. Staff members from all other faculties of the school/institution who do not meet the professional QASA standards may attend all meetings at a discounted fee of \$60. To view the professional standards please follow this link: <http://www.cica.org.au/practitioners/>

### **TO COMPLETE THE APPLICATION FORM**

1. Please fill out all the details on the Corporate Membership application form and forward to:

**qasa@hubbards.qld.edu.au**

or

**QASA Inc.**

**PO Box 1576,**

**MILTON, QLD, 4064**

2. Once membership has been approved by the QASA Executives, an invoice for the \$500 membership fee will be forwarded to the applicant.



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# Corporate Membership Application

## 1 January 2023 – 31 December 2023

1. School/Institution Name (in full) .....
2. School/Institution Address ..... Post Code .....
3. Names of all Current Career Advisers/Practitioners .....  
 .....  
 .....
4. Tel (Work)..... Email (work).....

**QASA correspondence may be through an individual on the School's behalf. Please provide details below.**

5. Tel (School Representative)..... Email (School Representative).....  
 .....  
 .....

**All correspondence will be sent via e-mail; ONLY in exceptional circumstances will a postal address be used.**

6. The School/Institution (Name) ....., consents to any images of School employees attending QASA events to be used in any public QASA documentation and/or on the QASA Website.  Yes /  No

**DECLARATION**

- All faculty members attending QASA meetings agree to abide by the rules as stated in the QASA Constitution.

**Signature:** ..... **Date:** .....

<b><u>PLEASE COMPLETE AND RETURN</u></b>	<b>OFFICE USE ONLY</b>
<p>Payment of the annual fee of \$500.00 is not required until membership has been approved.</p> <p style="text-align: center;">Membership entitles access to members' area of QASA website            &amp; a discounted QASA meeting cost of \$60 for all School employees            &amp; Free entry for School employees with professional status to all QASA meetings.</p> <p><i>Membership valid from 1 January 2023 – 31 December 2023 subject to payment of annual fee.</i></p>	<p>Approved / Not Approved</p> <p>QASA No:</p> <p>Receipt No:</p> <p>Receipt Date:</p> <p>Payment method:</p> <p>Membership Type:</p> <p>Website Access <input type="checkbox"/></p>



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## Professional QASA Status (With a Corporate QASA Membership)

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For career advisers seeking to obtain professional status as part of their institution's corporate membership, they must fulfil the minimum professional standards. Please refer to the website for Professional Standards for Career Development Practitioners and a current list of Endorsed Courses: <http://www.cica.org.au/professional-standards/>

### **BEFORE COMPLETING THE APPLICATION FORM**

1. Go to the CICA website for guidelines on becoming a recognised Career Development Practitioner.
  - Membership can be gained through one of the endorsed courses (as seen in the above link).
  - Membership may be granted to a member of CDAA or CICA (please provide evidence of your membership).
2. Obtain certified copies of all relevant qualifications.
3. Complete all details on this form, attach all certified copies of qualifications and send to:

**qasa@hubbards.qld.edu.au**

or

**QASA Inc.**

**PO Box 1576,**

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4. Once Professional QASA Status has been approved by the QASA Executive, the approved member may attend all QASA Meetings throughout the year for free.



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# Professional QASA Status Application

1. Name (in full) ..... Title .....
2. Name of Institution with Corporate Membership .....
3. Institution's Address .....  
 ..... Post Code .....
4. Current Position Held .....
5. Tel (W) ..... Mobile .....
6. Email address .....
7. I consent to any images of my person to be used in any public QASA documentation and/or Website.  Yes /  No
8. Do you hold current membership of a CICA Member Association at Professional Career Development Practitioner status?  
 (See list of Member Associations at [www.cica.org.au/about-us/](http://www.cica.org.au/about-us/))  Yes /  No  
 If Yes, Name of Member Association .....

**[Please attach proof of membership]**

9. Academic Qualifications:  
 .....  
 .....  
 .....

**[Please attach certified copies of all documents]**

10. Experience in Career Development / Related Activities:  < 2 years /  2 - 9 years /  10 – 14 years /  > 15 years



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**DECLARATION**

- I agree to abide by the rules as stated in the QASA Constitution.
- I declare that I will do the required minimum of compulsory professional development each financial year.  
**Reminder: Evidence of completion is required.**
- I agree to being audited on the compulsory professional development.

**Signature:** ..... **Date:** .....

<b><u>PLEASE COMPLETE AND RETURN WITH ALL RELEVANT DOCUMENTS</u></b>	<b>OFFICE USE ONLY</b>
<p>No additional payment is necessary for professional status.            (All fees are covered under your institution's corporate membership)</p> <p>Professional status entitles access to members' area of QASA website            &amp; Free attendance of all QASA meetings.</p>	<p>Approved / Not Approved</p> <p>QASA No:</p> <p>Membership Type:</p> <p>Website Access <input type="checkbox"/></p>