## **MAKING AN APPLICATION FOR MEMBERSHIP AND ACCREDITATION**

**SUBMISSION REQUIREMENTS:**

Please note that this application for membership and accreditation is in five parts. Applicants for the membership categories of Friend or Institution only need fill out Sections A and E. All other applicants must complete in full parts A to E for accreditation. A submission fee of **R200.00** is required, bank details provided on **page 7**. Full documentation together with proof of payment of the initial fee must be submitted *electronically* before your application will be considered by the Accreditation Committee. Only under special and agreed circumstances can supplementary information be supplied by courier or post. Note that CVs should include relevant information only. Please submit to the:

**APHP Secretary via email: info@aphp.org.za**

**SECTION A: GENERAL INFORMATION**

Section A identifies basic information regarding what category of membership you are applying for and personal/institution details.

‘Candidate’ applicants, please submit a letter of motivation explaining why you are interested in the heritage sector. If possible indicate what sort of mentorship you seek (and the name of a potential mentor).

**SECTION B: HERITAGE RELATED QUALIFICATIONS AND EXPERIENCE**

Section B seeks to clarify your particular heritage related qualifications and experience. Refer to Section 3.1 of the Standards for Accreditation, which establishes core criteria for membership and accreditation. It is necessary to clearly demonstrate how these core criteria have been met.

**SECTION C: RECOGNISED COMPETENCY**

Section C seeks to clarify your area of competency. A list is provided covering a broad range of heritage related disciplines and specialist skills. Level of competency should be clearly demonstrated in the adjacent column.

**SECTION D: PREFERRED DESCRIPTION**

Section D is a description of the type of work you do, to be included on the formal list of members.

**SECTION E: DECLARATION**

An undertaking that all the documentation submitted is valid and correct and that you will abide by the provisions and spirit of the Association of Professional Heritage Practitioners under its Constitution and Code of Ethics as issued and amended from time to time.

### **APHP: APPLICATION FOR MEMBERSHIP AND ACCREDITATION**

**SECTION A: GENERAL INFORMATION**

**A.1 MEMBERSHIP CATEGORY BEING APPLIED FOR**

|  |  |
| --- | --- |
| **Category** | **Tick** |
| Accredited member  |  |
| Candidate member |  |
| Associate Member |  |
| Friend  |  |

**A.2 PERSONAL DETAILS**

|  |  |  |
| --- | --- | --- |
| Surname: |  | ID:  |
| First names: |  |
| Title: |  | Gender: |  |
| Profession: |  | Website: |  |
| Employer: |  |  |
| **OR** |
| Name of Institution |  |
| Address: |  |
|  |  |
| Telephone: |  | Fax: |  |
| Cell: |  | E-mail: |  |

**SECTION B: HERITAGE RELATED QUALIFICATIONS AND EXPERIENCE**

**B.1 QUALIFICATIONS**

Please describe in accordance with Section 3.1.1 of the Standards for Accreditation

B.1.1 Degrees and/or diplomas you hold, the academic institution from which the degree/diploma was awarded and the year of the award. [Please include copies of the degrees/diplomas awarded.]

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B.1.2 Appropriate specialist occasional courses in heritage studies, the academic institution responsible for such course(s), and the year attended. [Please include copy of course certificate.]

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B.1.3. Apprenticeship to an expert in the field of heritage management [Please include reference from such expert.]

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**B.2 PROFESSIONAL EXPERIENCE**

Please describe in accordance with Section 3.1.2 of the Standards for Accreditation.

B.2.1 Experience in the activities listed in paragraph 2.1.3 of the Standards for Accreditation including years of related experience. Years of experience need to be qualified by indicating whether it was on a full, part time or occasional basis.

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**B.3 MOTIVATION AS A SPECIAL CASE**

 Provide any information, motivation, explanation or personal statement that you think qualifies you as a “Special Case” in terms of the provisions of Section 3.1.3 of the Standards for Membership and Accreditation.

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**B.4 PUBLICATIONS AND REPORTS**

 Please provide:

B.4.1 A list of heritage related publications for which you have been responsible.

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B.4.2 A list of heritage assessment or input reports submitted to any heritage authority over the last 2 years. Please describe the nature of your input and level of responsibility in each instance (e.g. sole author, co-author, principal consultant, specialist consultant). The Accreditation Committee may ask to review specimen reports. Please do not submit your reports with your application.

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**B.5** **MEMBERSHIP OF, AND/OR POSITION WITHIN, OTHER PROFESSIONAL BODIES OR RELEVANT ORGANIZATIONS**

Please provide information on your membership of, and/or position of responsibility within organizations or other bodies involved in heritage related issues.

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**SECTION C: AREAS OF COMPETENCY**

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| **PROFESSION** | **Explain (compulsory)** |
| Heritage Practitioner |  |
| Environmentalist |  |
| Planner |  |
| Architect |  |
| Landscape Architect |  |
| Archaeologist |  |
| Palaeontologist |  |
| Historian |  |
| Other |  |
|  |  |
| **SPECIALIST EXPERTISE** |  |
| **Palaeontology**  |  |
| * Detail any specialization
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|  |  |
| **Archaeology** |  |
| Pre-colonial archaeology |  |
| * Detail specialization, e.g. ESA, MSA, LSA, Herder, IA, etc.
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| Historical archaeology |  |
| Industrial archaeology |  |
| Maritime archaeology |  |
| Rock art |  |
| Artefact analysis (specify) |  |
| Burials |  |
| Other |  |
|  |  |
| **History** |  |
| Cultural history |  |
| Archival research |  |
| Oral history |  |
| Military history |  |
| Slave history |  |
| Architectural/urban history |  |
| Social/cultural history |  |
| Struggle history |  |
| Other |  |
|  |  |
| **Architecture and Planning** |  |
| 18th century structures |  |
| 19th and early 20th century structures |  |
| Earthen architecture |  |
| Contemporary intervention in historical sites |  |
| Community architecture |  |
| Building analysis |  |
| Urban design analysis |  |
| Conservation planning |  |
| Visual impact analysis |  |
| Landscaping |  |
| Cultural landscape studies |  |
| Interpretation |  |
| Other |  |
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| **Indigenous knowledge systems** |  |
| Cultural practices |  |
| Living heritage |  |
| Other |  |
|  |  |
| **Heritage Administration and development control** |  |
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| **Other** |  |

## SECTION D: PREFERRED DESCRIPTION ON LIST OF MEMBERS

Please indicate your preferred description on the list of members - see table below. The *type of work undertaken* must be limited to key words indicating field of specialization, if applicable. Examples include Section 34 applications, Phase 1 Heritage Assessments, Heritage Impact Assessments (HIAs), Archaeological Impact Assessments (AIAs - Precolonial / Historical), Cultural Landscape Assessments, Historical/Archival Research, Conservation Management Plans. The *level* of work undertaken refers to whether you are a *principal* (author of integrated report), *specialist* (specialist report) or contributing *researcher*.

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| **NAME** | **PROFESSION** | **TYPE OF WORK UNDERTAKEN** | **LEVEL** | **GEOGRAPHICAL AREA**  | **PROFESSIONAL AFFILIATION** | **CONTACT DETAILS** |
|  |  |  |  |  |  |  |

**SECTION E: UNDERTAKING**

I hereby:

* Declare that all the documentation submitted by me in this application is valid and correct.
* Undertake to abide by the provisions and spirit of the Association of Professional Heritage Practitioners under its Constitution and Code of Ethics as issued and amended from time to time.

Signed: --------------------------------------------------

at ---------------------------------------------------------

on --------------------------------------------------------

**BANKING DETAILS**

Only electronic banking payments (EFT) can be accepted, preferably no cheques as they incur large fees to process. In order to avoid any errors, please ensure that you put your initials and surname on the payment reference. The banking details are as follows:

Beneficiary name: Association of Professional Heritage Practitioners
Bank name: Standard Bank
Account number: 073573779
Universal Branch code: 051001