



EALTA MEMBERSHIP COMMITTEE RULES AND REGULATIONS **(REVISED 27.11.2013)**

Expert Membership

1. Eligibility to apply for Expert Membership is as laid out in 4.4 of the Constitution. The Committee must use its judgement in deciding how to weight and balance the various criteria set out in 4.4 in reaching its decisions.
2. An Individual or Associate Member of EALTA applying for Expert Membership must complete the appropriate application form and append all required documentary evidence.
3. The Committee may deliberate by electronic means or in a face-to-face meeting, must call for references and must reach its decision within two months of receiving the application. However, if it requires clarification from the candidate of any detail or aspect of the application, the process may be extended in time appropriately.
4. The references referred to in point 3 above must provide a judgement with respect to the following criteria:
 - i) The Expert Member candidate is able to form independent and informed Judgements in areas that require specialist expertise that the person may have (e.g. plans/designs, implementation, training, analysis and reporting of projects related to language testing and assessment).
 - ii) The Expert Member candidate has the breadth of perspective, knowledge and experience to make reliable judgements in relation to the quality of language testing and assessment arrangements.
 - iii) The Expert Member candidate is able to hold discussions at a high level about strategic and operational approaches in the context of language testing and assessment.
5. In the case of rejection of an application the Committee should inform the candidate of the reasons for its decision.
6. A candidate may, within a month, appeal against the decision to the President of EALTA. The Executive Committee will consider the case and the evidence submitted to support the appeal, and its decision will be final.
7. A further application may be made when the candidate considers that the requirements have now been met but in any case, this may not occur within twelve months of the original application.

Termination of Membership

The Committee may use its discretion to terminate Membership where any of the following criteria apply:

1. Where a Member has by their unwarranted action brought the organisation into disrepute.
2. Where a Member acts in serious breach of the Terms and Conditions of Membership.
3. Where a Member is found to be uncontactable despite reasonable attempts to contact the Member with a request for up-to-date contact details.
4. Other reasons which are deemed to be of such a serious nature that they warrant exclusion.

Only in exceptional circumstances will termination of Membership on grounds of conduct take place without there having been prior advice to the Member in question that their conduct could result in their Membership being terminated.

A Member may, within a month, appeal against the decision to the President of EALTA. The Executive Committee will consider the case and the evidence submitted to support the appeal, and its decision will be final.