

# NIRSA Membership Admissions & Renewals Policy

ADOPTED BY NIRSA BOARD OF DIRECTORS MAY 28, 2019 • EFFECTIVE JULY 1, 2019

## Background

NIRSA Bylaws were updated in early 2019 to state that the NIRSA Board of Directors or the Executive Director has the authority to determine whether someone qualifies for membership (including renewal) and the most appropriate class of membership.

### NIRSA Bylaws 2019

**Article II. Members. Section 2. Admission and Renewal.** The board of directors as provided for in these Bylaws shall admit members in the event that the board of directors has not designated this function to the executive director. The board of directors or the executive director, as the case may be, has the authority to determine: (i) whether an applicant qualifies for admission and/or renewal and (ii) the most appropriate class of membership for such member.

## NIRSA Professional (includes emeritus, life, retired) and Student Membership Admission/Renewal Policy

Overview: NIRSA conducts periodic reviews of individual membership qualifications. When staff become aware of eligibility issues we will refer to this policy for guidance. Career changes often impact an individual's eligibility for a particular membership type.

Standard practices for addressing common career changes:

- NIRSA understands that career changes can occur unexpectedly and therefore common practice is to allow a grace period of up to 12 months for a current or renewing member who becomes unemployed, to resume employment in a qualifying field for continuation of their current membership category.
- A person who is no-longer employed or enrolled at higher education institution or working in the administration of a recreation related program, AND has employment as a campus recreation consultant, or otherwise is engaged in selling products or services to the recreation industry, will *not* qualify in any category of professional membership. These individuals do qualify for NIRSA Associate Membership status.
- Once an inaccurate membership type is discovered, staff will follow-up with the individual to verify employment or education status and discuss membership eligibility.

- If staff determine that the current membership is inaccurate, it will be brought forth to the Executive Director to verify eligible membership type.
- If no longer eligible for current membership type, members will be given 60 days to either purchase correct membership or their membership will be dropped.
  - Life membership will be suspended with no refund. If employment status changes to once again qualify for Life membership, it will be reinstated upon request.
  - Emeritus membership will be suspended. If status changes to once again qualify for Emeritus membership, it will be reinstated upon request.
- Any exceptions to the policy or circumstances not provided for in the policy will be brought to the NIRSA Board for consideration.

### Standard qualifications to determine appropriate membership class for admissions, renewals and continuation by membership type

#### **Student**

Upon review of membership status, a person may be deemed no longer qualified for student membership if they are no longer enrolled in a degree seeking undergraduate or graduate program within a higher education (post-secondary) setting.

#### **Professional**

Upon review of membership status, a person may be deemed no longer qualified for professional membership if they are no longer employed within a higher education setting or employed and directly associated in the administration of recreation, intramural, and/or wellness programs (i.e. Parks & Recreation, etc.).

#### **“Professional Retired” and “Retired” Members**

Upon review of membership status, a person may be deemed not qualified for “Professional Retired” or “Retired” membership if they become employed on a continuous basis outside the qualifications for professional membership (higher education setting or directly administering recreation, intramural or wellness program) or have regular employment as a campus recreation consultant or otherwise selling products and services to the recreation industry. These individuals may qualify for NIRSA Associate Membership status.

#### **Professional Life**

Upon review of membership status, a person may be deemed no longer qualified for professional life membership if they are no longer employed within a higher education setting or employed and directly associated in the administration of recreation, intramural, and/or wellness programs (i.e. Parks & Recreation, etc.).

This policy applies to members who purchase Professional Life membership, after July 1, 2019. People with this membership status prior to June 30, 2019 will be grandfathered in and their membership status will not change based on changes to employment status.

### **Emeritus Members**

Upon review of membership status, a person may be deemed no longer qualified for Emeritus membership if they become employed on a continuous basis outside the qualifications for professional membership (higher education setting or directly administering recreation, intramural or wellness program) or have employment as a campus recreation consultant or otherwise selling products and services to the recreation industry. These individuals may qualify for NIRSA Associate Membership status.

This policy applies to members who qualify for Emeritus membership, after July 1, 2019. People with this membership status prior to June 30, 2019 will be grandfathered in and their membership status will not change based on changes to employment status.

Full detail of NIRSA membership designations, including associated qualifications and rights, are outlined in NIRSA Bylaws “Article II. Members.” View the complete NIRSA Bylaws at [www.nirsa.org/bylaws](http://www.nirsa.org/bylaws).