



Membership Policy

1. Purpose

The purpose of this policy is to clearly explain the various categories of AILA membership in terms of eligibility, benefits, fees, and the use of the AILA logo. This policy also defines the appropriate procedures for resignation and for removal from membership.

2. Scope

This policy applies to members of AILA including:

Full Membership:

- Registered Landscape Architect
- Registered Landscape Architect Fellow
- Registered Landscape Architect Retired.

Other Membership:

- Graduate Member
- Student Member
- Affiliate Member.

3. Definitions

3.1 Registered Landscape Architect | RLA

3.2.1 AILA uses the nomenclature of 'Registered Landscape Architect' to bestow professional recognition on those who have been successful in the Registration process and commit to AILA's Charter for Landscape Architects, including the Code of Conduct, the Australian Landscape Principles, and the annual Continuing Professional Development (CPD) reporting requirements.

3.2.2 Registered Landscape Architects are registered to provide landscape architectural services that lead to the planning, management, and design of landscapes. This includes landscape architects working in academia, private practice, and the public sector, from design, to procurement and delivery. Applications for Registration are encouraged from landscape architects from other countries whose education meets the stated AILA standards and/or is recognised through an IFLA member organisation.

3.2.3 There are two types of pathways, each with its own minimum requirements to become a Registered Landscape Architect in Australia:

3.2.3.1 Mentorship

- Completion of an accredited Landscape Architect Degree and two years' experience working as a landscape architect. For detailed information visit www.aila.org.au/membership.

3.2.3.2 Senior Entry

- Minimum of eight years' experience working as a landscape architect. For detailed information visit www.aila.org.au/membership.

3.2 Registered Landscape Architect Fellow | RLA F

3.3.1 A Registered Landscape Architect (Fellow) is a Registered Landscape Architect who is recognised as having an ongoing 'honorary distinction' within AILA and bestowed on persons who meet the eligibility criteria outlined in the Fellowship Policy and Guidelines.

3.3 Registered Landscape Architect Retired | RLA

3.3.1 A Registered Landscape Architect (Retired) membership are landscape architects who have been previously Registered for a minimum of five years and are employed as a landscape architect or landscape architect academic, no more than eight hours a week.

3.4 Graduate Member

3.4.1 A Graduate member is a landscape architect who has completed an accredited Landscape Architecture Degree in the past four years.

3.5 Student Member

3.5.1 Student Membership is open to enrolled university students of accredited landscape architecture programs.

3.6 Affiliate Member

3.6.1 An Affiliate member is a person ineligible to become a Registered Landscape Architect, but has certain privileges of membership bestowed upon them as outlined within this policy. An Affiliate may either be Affiliate (LA) or Affiliate (Allied).

4. Membership Benefits

Refer to Appendix 2: Member Benefits Table.

5. Application Eligibility

5.1 Membership applications for *Registered Landscape Architect – Mentorship* are open from the first day of the month, to the last day of the month, during the advertised intakes throughout the year. Eligibility is as follows:

- An AILA accredited landscape architecture qualification (or equivalent), and; at least two years' post graduate experience, or part time equivalent at the time of application.



- 9.2 Registered Landscape Architect Senior Entry Applicants may defer their interview to the next available interview round, once, without incurring a cost, if they provide notice prior to the coordination of interviews. See Appendix 1 or visit www.aila.org.au/membership.

10. Leave

- 10.1 A Registered AILA member may apply for and be granted leave from the full membership for parental (including adoption) leave, carers leave, study leave or periods of no paid employment or other circumstances approved by AILA.
- 10.2 Leave may be taken for a period of up to one year. Full members will not be required to pay a re-joining fee when re-engaging their membership after the period of leave. If a member wishes to apply for a continuation of leave beyond one year, an application form for Leave Status must be re-submitted, and approval will be at the discretion of AILA. AILA can only accept a maximum of two(2) consecutive leave applications.
- 10.3 Leave is only available to Full Members.
- 10.4 During a period of leave, members will not be permitted to exercise any of the benefits as outlined in Appendix 2.

11. Re-Joining Fee And Re-Joining Process

- 11.1 Membership fees are due for payment on 1 July of each financial year. Full Members who have not paid their membership fee by 30 September of the correlating membership year will need to pay a re-joining fee, with the exception of those who have been granted leave or fee respite as per Sections 11 and 12. See Appendix 1 or visit www.aila.org.au/membership.
- 11.2 A former member who has been removed from the roll as an unfinancial member may ask to be re-admitted. This is not an automatic process, and each will be considered on a case-by-case basis.
- 11.3 Full Members who have been removed must complete a Rejoin application and pay a rejoining fee. Forms are available at www.aila.org.au/membership.

12. Fee Respite

- 12.1 A Registered AILA member may be granted a fee reduction of 50% from the full membership rate for reasons of parental (including adoption) leave, carers leave, study leave, periods of no paid employment or other circumstances at the discretion of AILA.
- 12.2 Fee Respite is only available to Full Members.
- 12.3 If a member wishes to apply for a continuation of fee respite beyond one year, an application form for Leave (Fee Respite) must be re-submitted.
- 12.4 During a period of fee respite, members may exercise the benefits as outlined in Appendix 2.

13. Cancellation of Membership

- 13.1 Members are able to cancel their membership at any time in writing to AILA. See Section 10 for membership Leave or Section 12 for further details.
- 13.2 In the event of cancellation of membership, any membership fees paid for the current period will not normally be refunded.
- 13.3 Requests for refunds of fees paid in respect of a cancelled membership must be made in writing attaching supporting documentation where required. The amount that AILA refunds will be proportionate from that date of the request. AILA will refund in a timely manner. The member's assistance in providing proof of initial payment and payment method will greatly assist this process.
- 13.4 In the case that the request is made by a person who is managing an account of a member who is deceased or permanently incapacitated, the request should include the member's name, date of birth, address and/ or membership number. Once AILA receives the request, AILA will register the member as deceased or permanently incapacitated and update its records to ensure all correspondence and subscriptions are stopped.

14. Logo - Usage by members

- 14.1 AILA's logo is a Registered Trademark and is limited to Registered Landscape Architects for usage. Landscape Architecture Practices may use AILA's logo provided that at least one Director is a current Full Member of AILA. Where a practice is not partly or wholly owned by a current Registered Full Member of AILA, the logo must only be used in association with the name of an employee who is a Full Member. Any other use requires prior approval in writing from AILA.

14.1.1 Promotion

- Registered Landscape Architect members are encouraged to include recognition of their AILA membership and the AILA logo across their business stationery and marketing collateral.

For example, the business's promotions may indicate that the practice employs an AILA Registered Landscape Architect or that the landscape architecture component of the business is managed by a Registered Landscape Architect. Full Members are permitted to use the logo and accompanying words on business stationery and marketing collateral provided that the usage meets with the approved AILA style guidelines.

14.1.2 Misuse

- Misuse of the logo will be referred to the AILA Board for disciplinary action in accordance with the AILA Constitution and Code of Conduct.



Appendix 1

AILA Membership Fees Schedule 2022-2023

RLA RLAF	\$651
RLA Applicant Mentorship & Application Fee	\$882 <i>Includes \$231 application fee + \$651 mentorship fee</i>
RLA Applicant Senior Entry	\$231 + pro-rata RLA membership* <i>*\$231 application fee followed by pro-rata RLA membership fee upon successful interview.</i>
RLA Retired	\$0
Rejoining RLA	\$882 <i>Includes re-join fee \$231 + pro-rata annual fee \$651</i>
Graduate Year 1	\$160
Graduate Year 2	\$215
Graduate Year 3	\$270
Graduate Year 4	\$325
Affiliate	\$325
Student (University)	\$0

All prices are inclusive of GST

Monthly Instalments

Members who apply to pay their membership via monthly instalments will incur a 10% administration charge, in addition to their annual membership fee.



Appendix 2

Member Benefits Table

	REGISTERED LAS (INCL. FELLOWS)	RETIRED RLA	GRADUATE	STUDENT	AFFILIATE
Full Member Status					
Appellations					
Use of AILA Logo					
Landscape Architecture Australia (LAA) Magazine Subscription					
Enews/Comms					
Discounts to events & workshops & CPD					
Access to Memberscape®					
Able to post to the Jobs Board at a heavily discounted rate					
Eligible for State Committees					
Eligible for National Committees					
Eligible for State Executive appointment					
Eligible for AILA Board appointment					
Nomination and voting rights to AILA State Chapter Executives and AILA Board					
Enter AILA Landscape Architecture Awards					
Practice Profile					
AILA Fresh					
Student Awards Programs					

Available at a discounted rate