

Policy document

aat

# Renewal

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# Renewal

## Purpose

1. This policy sets out AAT's *Renewal* policy which is applicable across all membership types.

## Policy statement

2. In order to maintain an ongoing relationship with AAT, *students, affiliates, associate members, full members and fellow members* must comply with the renewal requirements set out in this policy.

## Terminology

3. All terms in italics, save titles of publications, are defined in the *AAT Glossary* which supports the entire policy framework.
4. For the purposes of this policy specifically, the term "*member*" applies to all membership types.

## Policy detail

5. In order to remain as a *student, affiliate, associate member, full member or fellow member* of AAT, a *member* must:
  - a) pay the *prescribed fee*, advertised on the AAT website at [aat.org.uk/fees](https://aat.org.uk/fees), annually by the renewal date or have a Direct Debit set up to pay the *prescribed fee* in instalments
  - b) confirm that they continue to meet the relevant conditions of membership set out by the *Association* in the *Membership Criteria* policy or *Associate Membership* policy.
6. A *member* who does not meet the requirements in 5a) and 5b) will be removed from the *Register*.
7. Where a *member's* membership has lapsed they must:
  - a) desist from using any designation immediately
  - b) if applicable, return their certificate to the *Association* within 14 days
  - c) if providing *self-employed accountancy services*, make alternative arrangements for *Anti Money Laundering supervision* immediately.
8. Failure to comply with this policy will require an individual to apply for reinstatement in accordance with the *Reinstatement* policy.
9. In the case of *full members* and *fellow members* only, paragraph 6 applies subject to the provisions detailed in paragraph 18 of the *Articles of Association*.

## Right of appeal

10. No right of appeal exists in respect of this policy.

## **Associated *Regulations* and policies**

- *Articles of Association*
- *AAT Regulations*
- *Licensing Regulations*
- *Reinstatement policy*

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