



CHARTERED  
SOCIETY OF  
DESIGNERS

MEMBERSHIP APPLICATION GUIDANCE:

# AFFILIATE MEMBER

- **Who can apply for Affiliate membership**

This category of membership is specifically designed for those practicing in a design related activity or activity that supports the practice of professional design and which may in itself lead to the applicant eventually practicing as a professional designer. There is not a definitive list of activities given the all-encompassing nature of design but they may include: early career or technician level practice in fields such as ergonomics, architectural technician, various engineering activities, researcher, design teachers and educators, interior decorators, surveyors, etc.

All applicants must have been practicing in their particular activity for a minimum of three years and are required to demonstrate their competence against three key criteria of the CSD Genetic Matrix™ PSK - Professionalism, Skills and Knowledge.

- **What are the benefits of Affiliate membership**

Becoming an Affiliate Member of the Society offers a great deal:

#### **Recognition**

Use the authorised title 'Affiliate Member of the Chartered Society of Designers' and the post nominal letters aCSDm to evidence that you have attained a high level of competence as recognised by the professional body for design and therefore practice professionally in a design related field.

#### **Specialism**

Use of a unique descriptor awarded to you identifying your specialist field.

#### **Certificate**

Receive a signed personal certificate bearing the Minerva seal and set in a black aluminium frame.

#### **Full Membership**

Exemption from certain elements of the application route to full membership MCSD.

#### **Networking**

Take full advantage of the CSD's networks with invitations and access to a variety of events as well as opportunities to reach out to fellow designers through our social media channels and focus groups.

#### **Governance**

Participate in committee work and become a CEP accreditation panel member for your specialist field.

#### **Resources**

Gain access to CSD's digital content including magazines, reports, advice columns, book reviews, portfolio galleries and much more.

#### **Professional Development**

Receive discounts on selected workshops and events, as well as Portfolio Gym sessions and other learning opportunities to help you develop your chosen pathway.

## Online Portfolio

Your own personal aCSDm Level online portfolio which you can populate with contact details, links to your website and social media, professional practice details, CPD record and case studies together with images of your work.

## Support

The Society has developed a network of partnerships and collaborations in order to ensure members receive professional and affordable support in many specialist areas.

## Professional Protection and Security

Receive preferential rates on Professional Indemnity insurance and other forms of insurance.

## Recruitment

Members can advertise job vacancies in the CSD Recruitment Space classified section at a discounted rate and receive significant discounts on feature recruitment advertising and campaigns.

## News

Stay informed of developments within the industry and the profession on a regular basis through TheDesigner via our digital channels.

## Events

Find out about design exhibitions, conferences, shows, talks, debates, workshops, lectures and receive exclusive invitations and discounted rates.

## Discounts

Receive exclusive special offers from CSD and our partners on resources such as books, magazines, software and other materials.

## Influence

Add your voice to the work undertaken by the professional body in influencing government, academia, clients and the design sector.

- **What does the application process entail**

You can apply online in three simple stages, Registration, Application and Ratification.

### Registration

This is the initial stage during which requires you to provide your personal and contact details which will be used to register your application.

In addition to the normal contact details you will need to upload a proof of ID and a current passport style photograph.

If you are upgrading from Associate membership you simply Register after completing the questions. If you are applying, once you Register you will be taken to the online payment portal allowing you to pay the application fee.

In both instances, once completed, you will receive an email advising you of your username and password which will allow you to login in to complete your application stage.

## Application

Once you have your username and password you are able to login, complete, save, return, edit and review your application stage ensuring you are satisfied with the content before submitting it to the Society.

During the application stage you will be required to:

- Provide details as to your professional profile and whether you hold membership of other professional or trade bodies. You can also provide details of your digital profile and any social media platforms you use to promote your work.
- Submit details of any awards or honours received in recognition of your design work.
- Upload evidence of any academic, training or other qualifications you hold.
- Provide details of how you practice whether self-employed, running your own business, working in a design business or working in an in-house design environment. Each option allows you to provide details relating to the way you practice.
- Demonstrate your professional practice by answering questions as to how long you have practiced and in which design related disciplines.
- Upload a copy of your current CV

In addition you will be required to demonstrate your competence by:

- Detailing your skills in a short written submission.
- Detailing your knowledge of your particular field in a short written submission.
- Submitting two case studies of your work.
- Providing references as appropriate.

Once you are satisfied with the answers you are ready to submit your application but first you will be asked to read the Terms and Conditions of Membership and confirm you accept these if awarded Affiliate membership.

On receipt of your submission the Membership Panel will review the application and inform you of the outcome.

In some instances the Society may request further information or case studies or request that you attend an assessment which may be carried out in person or via a web conference.

During the course of your application and at any assessment all of the information you provide remains strictly confidential and will only be used to process your application, inform the Society in respect of its procedures and for statistical analysis.

## **Ratification**

If successful you will be asked to complete the final stage by ratifying your membership which simply consists of you reconfirming your acceptance of the Terms and Conditions of Membership and the Bye-Laws of the Society and paying your first annual membership subscription via the online payment portal.

- **What is the cost of Affiliate membership**

The application fee is £75.

The application fee for Associate Members upgrading is £25.

The joining fee is £50. Upgrading members are exempted from paying a joining fee.

The annual membership subscription for an Affiliate Member is £175.

Payment can be made online in pounds sterling. If you are resident outside of the UK any bank transfer or currency costs will be your responsibility and are in addition to the fee.

- **How long does my subscription last**

Affiliate membership lasts for as long as you maintain your annual membership subscription.

Should you retire from work the Society offers a concessionary rate subject to signing a declaration to this effect.

Should you wish to resign your membership at any time you may do so in accordance with the Bye-Laws and Terms and Conditions of Membership which require three months written notice.