



CHARTERED
SOCIETY OF
DESIGNERS

MEMBERSHIP APPLICATION GUIDANCE:

FULL MEMBER

- **Who can apply for Full membership**

As with any of the Chartered Society of Designers' membership categories, Full Membership is offered globally and is suitable for those who have been in design practice for more than three years in any design discipline.

Associate Members of the Society may upgrade to Full membership towards the end of their membership. Affiliate members and Affiliate Fellows may also upgrade to Full membership at any time provided they have been practicing for more than three years in a design discipline. However, they must all complete the full application process.

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

Becoming a Full Member of the Society offers a great deal:

Recognition

Use the authorised title 'Member of the Chartered Society of Designers' and the post nominal letters MCSD™ to evidence that you have attained a high level of competence as recognised by the professional body for design and to demonstrate your commitment to professional practice and personal development.

Specialism

Use of a unique descriptor awarded to you identifying your design specialism.

Certificate

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

Members' Marque

Use of a unique Minerva Members' Marque on your personal promotional material. The Marque is FREE to members and may be adopted for companies with more than one CSD member subject to certain criteria and a licence fee as determined by the Society from time-to-time.

Chartered Designer

Exemption from many elements of the Pathway to Chartered Designer, a significant discount on the application fee and an annual subscription that includes the the cost of your MCSD professional fee.

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.

Governance

Vote at the Society's AGM, become a membership assessor and/or CEP Accreditation Panel member.

Resources

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

Professional Development

Continue your professional development with guidance specifically tailored to your needs. Receive exclusive offers on selected workshops, events and other learning opportunities to help your Continuing Professional Development (CPD) as a professional design practitioner.

Online Portfolio

Your own personal MCSD 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.

Find-a-Designer

Your portfolio displayed on 'Find-a-Designer', a directory of CSD members which can be searched by clients.

Advice

Receive a confidential one-to-one advice service across a range of issues. 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 and expert advice on Professional Indemnity insurance and other forms of insurance plus discounts on initiatives for Intellectual Property protection.

Business Opportunities

Receive advance notifications of design tenders and design opportunities.

Recruitment

Members can advertise job vacancies in the CSD Recruitment Space classified section FREE of charge 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 and receive targeted direct email broadcasts.

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, business, clients and the design sector.

Promotion

Have the case studies in your online portfolio featured on our revolving members' promotional banner on the CSD website.

- **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 login, complete, save, return, edit and review your application stage ensuring you are satisfied with the content before submitting it to the Society within 60 days.

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.
- Provide references from clients and/or employers.
- Demonstrate your professional practice by answering questions as to how long you have practiced and in which design or design related disciplines.
- Upload a copy of your current CV

In addition, you will be required to compile and upload a portfolio of a minimum of six case studies of your work that demonstrate your competences against the CPSK™. Not every case study needs to demonstrate every CPSK competence however you should ensure that all CPSK competences are addressed within the total body of your submitted case studies. No less than 50% of your case studies should be older than two years.

The Society has published a Guide to Demonstrating CPSK which details the competences you need to demonstrate, how they may be demonstrated and by what possible means. This is available from the website.

You will also be given the opportunity to upload details of any CPD you have undertaken which will count towards an assessment of your work and professional practice commitment.

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 Full Membership.

On receipt of your submission, panels including 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 your application and at any assessment all 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. If you require a specific NDA please contact the Society.

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 Full membership**

The application fee:

£25 for Associate members to upgrade

£50 for Affiliate Members and Fellows to upgrade

£75 for all other applications

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

The annual professional fee for a Full Member is £240.

Chartered Designers automatically receive Full Member status of the Society with no application, joining or annual subscription fees provided they maintain their chartered status.

Payment can be made online in pounds sterling. If you are resident outside 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**

Full membership lasts for as long as you maintain your annual professional subscription.

In certain circumstances the Society may offer a concessionary rate subject on a case-by-case basis.

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 full months written notice expiring within your annual fee year.

- **What happens should I wish to become a Chartered Designer**

The Society hopes that at the relevant time during your period of Full Membership you will wish to register on Pathway to Chartered Designer.

Your online portfolio provides you with the tools to develop your submission to become a Chartered Designer easily and simply and being a Full Member offers certain exemptions during The Pathway, not least a significant reduction on the application fee.