



## Procedure for Requesting Reduced Membership Status

### Reduced Membership Criteria:

Any SCHC Member who has asked for reduced fees and participation.

### Benefits:

- 50% discount on yearly SCHC Membership Fee
- 20% discount on meetings
- 25% discount on in person courses
- 25% discount on distance learning courses, webinars, and other online events

### Procedure:

1. Submitter completes the Reduced Membership Status Change Form.
2. Submitter sends the completed form via email to the President.
3. The President will:
  - a. Review the submitted Reduced Membership Status Change Form.
  - b. If there are any questions on the submitted form, the President will contact the Submitter by email
  - c. Submitter must respond to the email and resubmit the updated form.
4. Once approved by the President, notice will be sent to the SCHC Administrative assistant for processing.
5. Membership status benefits will begin at this point.
6. The change in Membership Dues will apply at the next renewal period. (Please be aware this process may take up to 3 months to complete.)



## Reduced Membership Status Request Form

Name: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

Phone(s): \_\_\_\_\_

### **Reduced Membership Required Information:**

Briefly describe below the cause for requesting reduced fees and participation through SCHC.

All applications are considered on a case-by-case basis and must be approved by the President.

Note: If accepted, persons on Reduced Membership are not eligible to hold leadership positions, nor vote on Society business.

Submit this form via email to the President

Date Received by President \_\_\_\_\_

Date Sent to SCHC Administrative Assistant \_\_\_\_\_

Date President Approved \_\_\_\_\_