

BECOMING AN ACPET MEMBER

1. Read the ACPET Code of Ethics and have a comprehensive understanding of what it means to be an ACPET member



2. Download an application form from the ACPET website

3. Complete the application form and prepare all supporting documentation



4. Submit ACPET membership application

5. The application will be reviewed by your local Executive Officer, this may take up to one week



6. Your application will be reviewed by the ACPET membership base, this may take up to one week

7. Your application, including feedback from executives and members will be considered for approval by the ACPET Board



BECOMING AN ACPET MEMBER

1. Read the ACPET Code of Ethics and have a comprehensive understanding of what it means to be an ACPET member.

As a condition for admission to, and continuing, membership with the Australian Council for Private Education and Training (ACPET), all members must agree to abide by the ACPET Code of Ethics.

This Code affirms the professional standards expected of education and training providers. Members are required to act with integrity in all dealings with students (past, present and future), employers, with ACPET, and with other organisations.

The Code of Ethics can be found [here](#).

2. Download the application form from the ACPET website.

The application form outlines the information prospective members must provide in order to submit a complete application.

The ACPET application form can be found [here](#).

3. Complete the application form and prepare all supporting documentation.

Within the application form there is a checklist that outlines the supporting documentation required to be provided by applicants, you can use this to ensure you are submitting a complete application.

The application will require you to provide:

- Demonstrated support from the current membership; you are required to show support from a member proposer and a member seconder on your application form.
- A Statutory Declaration from each Director (including alternate Directors) an example statutory declaration can be found [here](#).

4. Submit ACPET membership application.

Once you have completed your membership application including the preparation of your supporting documentation send it through to membership@acpet.edu.au

Please note that ACPET will not accept incomplete applications, if you need assistance in completing your application please contact one of our Membership Officer on 1800 657 644.

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- 5. The application will be reviewed by your local Executive Officer, this may take up to one week.**

Local Executive Officers have the opportunity to provide feedback on membership applications, any feedback received is reviewed by the ACPET Board.

- 6. The application will be reviewed by the ACPET membership base, this may take up to one week.**

Existing ACPET members are given the opportunity to provide feedback on membership applications, any feedback received is reviewed by the ACPET Board.

- 7. The application, including feedback from executives and members will be reviewed by the ACPET Board, this may take up to one week.**

Final acceptance into the ACPET membership is made at the discretion of the ACPET Board.

For any general questions about the membership application process, please phone 1800 657 644
or email membership@acpet.edu.au