

**APGNS Policy Regarding Fees, Dues and Service Charges
approved May 2015; update March 2018 and July 2019**

INTRODUCTION

This policy and procedure document is intended as an addendum to the current by-laws of the Association and reflects the currently accepted procedures as well as the by-laws under development for the revised *Geoscience Profession Act* and *Geoscience Practice Regulations*. Where accuracy is critical, please consult the current *Geoscience Profession Act* and the by-laws of the Association.

Definitions

Act – means the *Geoscience Profession Act*.

By-laws – means the by-laws of the Association of Professional Geoscientists of Nova Scotia (Geoscientists Nova Scotia, APGNS or the Association) currently in force under the Act.

Council – means the Council of the Association.

Registrar – means the Registrar of the Association as appointed by the Council of the Association.

Registrant – means a registered member, licensee, member-in-training (MIT), or authorized holder of a corporate Certificate of Authorization.

Secretary – means the Secretary of the Association as appointed by the Council of the Association.

FEES, DUES AND SERVICE CHARGES

(1) The fees and dues and other service charges of the Association shall be as set out in Schedule A, which document is approved by Council and forms and is a component of the by-laws.

(2) (a) The annual dues shall be for the calendar year and are due and payable in advance on or before the first day of January in each year to the Registrar or some person appointed by the Council to receive them;

(b) registrants who are accepted as members, members-in-training or are granted a license to practice after the first day of October shall only pay one-half (50%) of the annual dues for that year;

(c) notwithstanding the amounts respectively specified for annual fees in Schedule A, the annual fees for registrants (members, license to practice and members-in-training) whose annual fees are not received by the Association on or before January 31 of the assessment year, shall be the amounts specified respectively for members, licensees and members-in-training plus, in each case, a late payment fee as prescribed in Schedule A; further, accounts for annual fees which are overdue on March 1 of that same year will be assessed a monthly interest payment as prescribed in Schedule A;

(d) a member, a person licensed to practise or a member-in-training shall cease to be “in-good-standing” when his/her dues are in arrears;

(e) the name of any person whose annual dues are three months or more in arrears shall be erased from the Register by the Registrar after the Registrar has given such person ten days notice of the intended erasure by registered mail addressed to his/her last known address on the Register;

(f) the fees of an applicant shall not be refunded to the applicant when the application for membership, licence to practise or enrolment as a member-in-training has been refused;

- (3) The Council, at its discretion, may on receipt of written application to the Registrar:
- (a) remit or rebate the fees or dues of any member, who is incapacitated by sickness, infirmity, or for other grievous disability or who has resigned as a member in good standing and subsequently appears for reinstatement;
 - (b) without limiting the generality of (a), Council, may exempt from the payment of fifty percent (50%) of the applicable annual fees for any calendar year those persons who are, in the unanimous opinion of the Council:
 - (i) members retired from the practice of professional geoscience;
 - (ii) members who are unemployed;
 - (iii) members-in-training who are unemployed;
 - (iv) members who are experiencing or who have experienced extended illness of a serious nature;
 - (v) members who have taken an extended leave of absence from employment or other professional geoscience activity due to maternity or paternity leave;
 - (vi) members who are enrolled in a full-time university program at the post-graduate level, provided that no exemption may be granted on this ground for more than two calendar years.