



1. APPLICATION FOR MEMBERSHIP UPGRADING TO -----

2. PERSONAL DETAILS

Membership Number _____

Full Name _____

Address _____

Current Membership Grade..... Date appointed to this Grade
.....

3. ACADEMIC QUALIFICATIONS

Details of University Degree or Personnel/Training/Labour/HR Qualification

QUALIFICATION	UNIVERSITY/INSTITUTE or COLLEGE	COUNTRY	DATE COMPLETED

4. Membership of other Professional Institutes

Institute	Date joined	Grade of Membership

5. CONTINUOUS PROFESSIONAL DEVELOPMENT

Please list details of conferences/seminars attended, books/articles read, any talks given by yourself or articles submitted for publication in past 3 years (see 5.2.6).

6. CAREER DETAILS

Please complete this section AS FULLY AS POSSIBLE. We appreciate having the details in retrospect – i.e. from present back to first employment situation. Please explain any gaps in employment.

Date from & to (Year & Month)	Position Held	Employer	Responsibilities	Senior's Designation

Additional information about your career may be submitted on separate sheet in addition to the above.

7. DECLARATION

I certify that the information presented to the Institute of People Management of Zimbabwe (IPMZ) is correct and that I have read the applicable sections of the Constitution regarding the grading.

Signature

Date

Please see notes on reverse page.

Fees for Upgrading:

Associate to Full Member = **ZWL 320 or US\$5**

The fee is not **refundable** in the event that the Upgrading Committee does not deem you eligible for Upgrading.

Certificates

Certified Copied of Certificates in support of applications on the basis of further qualifications than we have on record **must** be provided.

Address to which applications and payments should be:-

POSTED:

IPMZ Membership Department
P. O. Box 10336
HARARE

DELIVERED:

IPMZ Membership Department
No 15 Argyle Road, Avondale

Or send to any of IPMZ Branches

OR--Email; membership@ipmz.co.zw

FURTHER INFORMATION ON UPGRADING MEMBERSHIP

Extracts from the Constitution relating to criteria for the grades of Corporate Membership – Associate, Full Member and Fellow. *For **CHRP status please refer to the regulations for Chartered Human Resources Practitioners (CHRP) regulations on our website.***

**EXTRACT FROM THE IPMZ CONSTITUTION:
MEMBERSHIP GRADES**

6.2 Fellow

In exceptional circumstances, the National Council may, as recognition and honour of a person who has established an outstanding reputation in the management and development of people; and has rendered outstanding service to the Institute, confer Fellow Membership on such person. Additionally, National Council shall only confer this grade to a member who can show that:

6.2.2 Fellow

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- He has been a full member of the Institute continuously for an unbroken period of eight years; or an aggregate period of ten years;

- Holds at least a Human Resources Diploma or relevant higher qualification from an institute recognized by the Institute;
- Has worked in the people management field at policy making level for not less than eight years, or an aggregate of ten years; and
- Has benefited from Continuing Professional Development (CPD) during the immediate past three years or longer, and can prove at least three days or twenty-one hours of CPD for each of those years.

6.3 Member

Council may confer Member status to a person who can prove that he:

- Holds an IPMZ diploma or higher qualification in people management from an institute recognized by the National Council; and
- Is currently engaged in the work of people management in a management or advisory capacity; Or
- Has worked in management or advisory level in people management for at least three years.

6.4 Associate Member

Council may confer Associate member status on a person who can show that although he is not working in the field of people management, he holds a diploma /qualification in people management from the Institute or an Institute recognized by the Institute;