

Procedure for becoming an Associate

- Associate applicants must fill in an Associate Application Form (x.doc) and submit this to the SICM Executive Committee at least three months before the SICM Annual General Meeting
- The Executive Committee must respond to an application within a calendar month to confirm receipt
- two months before the Annual General Meeting, the Executive Committee should collate all prospective Associate applications
 - o it should be ensured that the prospective Associate members have had access to the constitution
 - o it should be ensured that the prospective Associate is not in contravention of the qualifications rules of the SICM Constitution:
 - *“Any Muslim over the age of 16 years interested in furthering the objects of The Community and who is not incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs is eligible to become an Associate.”*
- prospective Associate members shall be presented to the SICM Councillors at least four weeks (*best practice*) before the SICM Annual General Meeting
- the prospective Associate, if the Associate abides by the terms in the SICM Constitution (Article 8, section 1), shall be invited to the SICM Annual General Meeting (but will not be sent the reports) to answer any questions by the Council and must be present to be considered for acceptance
- at the discretion of the Chair at the Annual General Meeting, the prospective Associate may introduce and present themselves to the Council
- a discussion may take place with the prospective Associate present following which, the prospective Associate in question must leave the meeting to allow the Council to discuss the application in private and decide on whether or not to accept the prospective Associate
- after this discussion (which shall not be recorded) about the prospective Associate member, a vote must take place regarding the application
 - o half of the councillors present must vote in favour of the prospective Associate for the application to be accepted
- the Council shall advise the applicant whether their application has been successful or unsuccessful following the discussion at the Annual General Meeting at which the application was discussed
- acceptance of Associate applications materialise immediately following a positive vote
- those Associates who have been accepted are welcome to remain for the rest of the Annual General Meeting (Associate members are permitted to speak at a meeting at the discretion of the Chair, but are not permitted to vote)

23rd June 2010

- The Executive Committee shall be responsible for documenting all Associate applications, accepted and disqualified Associates including dates of application, AGM in which the application was considered and disqualification (if applicable)