



APPLICATION FOR RE-ADMISSION TO THE MEMBERSHIP OF THE SLIA

A. INTRODUCTION TO THE SRI LANKA INSTITUTE OF ARCHITECTS (SLIA)

Sri Lanka Institute of Architects (SLIA), from its inception, plays a key role in providing opportunities for architectural education in Sri Lanka. The SLIA has instrumentally guided the development of this education, thus keeping with the objectives of the Institute as provided for in the Sri Lanka Institute of Architects' Law No. 1 of 1976, and the Sri Lanka Institute of Architects Amendment Act No. 14 of 1996.

Some of the key objectives provided for in these acts related to education are;

- to promote and advance the study, practice and application of, and research on architecture and its kindred subjects and the arts and sciences connected therewith:
- to organize, supervise and control the admission, professional education and training of persons desiring to qualify as Architects, to prescribe or approve courses of study for qualifying for the membership of the Institute, and to conduct or provide for the conduct of such courses and examinations:

B. ARCHITECTURAL EDUCATION IN SRI LANKA

The SLIA has guided the early development of the current Architecture programme at University of Moratuwa from a vocational programme at the Institute of Practical Technology at Katubedda to a fully-fledged Degree Programme. The institutes, Sri Lanka Institute of Architects, Royal Institute of British Architects (RIBA) and the Commonwealth Association of Architects (CAA) concurrently have recognized and accredited the courses of Architecture offered by the Department since 1985.

As a continuance of the accepted policy and further enhancing of opportunities for architectural education in the country, the SLIA from 1986 has organized courses leading to the Parts I & II of the Sri Lanka Institute of Architects Examination which later (1999) evolved in to the current City School of Architecture (CSA).

SLIA conducts the Part III of the Sri Lanka Institute of Architects Examination and organizes a Lecture Programme for the same. The Lecture Programme is conducted directly by the **Board of Architectural Education** (BAE) of the SLIA. The part-time modular based lecture Programme, attended by the eligible candidates is further strengthened by a series of seminar workshops.

Membership of the SLIA is recognized by the Government of Sri Lanka as a professional qualification for professional appointments in the Public Sector. The SLIA, through the BAE has commenced its own accreditation system starting from 2012.

END OF INTRODUCTION

1.0 INSTRUCTIONS TO APPLICANTS

Read the following instructions before filling the Application Form.

- 1.1 Any application perfected not conforming to the instructions given will not be considered and is liable to be rejected.
- 1.2 Membership once given has to be maintained by payment of subscription fee annually.
- 1.3 Fellow Membership Readmission applications should be proposed by 3 Fellow Members.
- 1.4 Associate Membership Readmission applications should be proposed by 1 Fellow Member and 2 Associate Members.
- 1.5 Applicant should check with the Finance Section of the SLIA Secretariat about the amounts to be paid as per annexure 2.
- 1.6 Applicant should get the affidavit as per annexure 1 completed and certified by a Justice of Peace.

2.0 HOW TO FILL THE APPLICATION FORM:

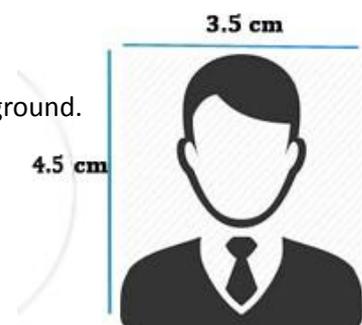
Read the instructions carefully before filling this application.

Write only one letter in each box and skip a box for a blank space

- 2.1 All photocopies of the certificate/documents produced for verifications should be clear & legible. Photocopies not accompanied by the originals will be rejected. The originals will be checked and returned immediately.
- 2.2 Applicants should pay the Membership fee, the application processing fee and to the Finance Section of the SLIA Secretariat.
- 2.3 The duly perfected application (hard copy) and the duplicate of the Receipt of Payment/s should be **personally handed over to the Manager – BAE of SLIA.**
- 2.4 The Secretary, Board of Architectural Education should be contacted for any relevant information regarding the application.
- 2.5 Incomplete applications **WILL NOT** be accepted for processing and will be returned to the applicant.

3.0 ENTRANT PHOTOGRAPH SPECIFICATION:

- 3.1 Recent photograph conforming to the specifications required for the passport (taken within the last six months shall be pasted)
- 3.2 The applicant would be rejected if the photograph is not a proper and accurate representation of the applicant within the last six months.
- 4.3 Light-coloured Background:
The subject should be in front of a neutral, light-coloured background.
- 4.4 Focus: The photograph must be in focus.
- 4.5 No Decorative Items: The subject must not wear sunglasses or other items that detract from the face.
- 4.6 No Head Coverings or Hats



END OF INSTRUCTIONS

17	Dates of admission to SLIA memberships	Class Fellow Associate	Date
18	(i) Membership number		(ii) Have you returned your membership certificate?
19	Reason for cessation of the membership	<input type="checkbox"/> Non-payment of annual subscriptions: <input type="checkbox"/> Resignation from the membership: <input type="checkbox"/> Other (state):	
20	Period of not being a member due to above reason: from year until to-date		

21 Proposed by a Fellow of the SLIA
I, the undersigned, *(name of Fellow Member)*

..... From my personal knowledge of the Candidate, recommend him/her as fit and proper to be re-admitted to the membership of the Sri Lanka Institute of Architects.

Signature	Current ARB Rubber Stamp	Date
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22 Proposed by a Fellow / Associate Member of the SLIA
I, the undersigned, *(name of Corporate Member)*

..... from my personal knowledge of the Candidate, recommend him/her as fit and proper to be re-admitted to the membership of the Sri Lanka Institute of Architects.

Signature	Current ARB Rubber Stamp	Date
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23 Proposed by a Fellow / Associate Member of the SLIA
I, the undersigned, *(name of Corporate Member)*

..... from my personal knowledge of the Candidate, recommend him/her as fit and proper to be re-admitted to the membership of the Sri Lanka Institute of Architects.

Signature	Current ARB Rubber Stamp	Date
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24	I have attached; (<i>attach following documents in given order</i>)	YES	NO
a.	Certified true copy of my Birth Certificate		
b.	Certified true copy of my National Identity Card		
c.	Duly completed affidavit as annexure 1 of this application		
d.	Payment receipts for Fees as per annexure 2		

Additional Comments / clarifications if you have answered 'NO' to any of the above statements

25 Declaration by the applicant

I, (applicant's name)hereby declare that the foregoing information is true and correct. I understand that declaration of false, insufficient or incorrect information will result in the rejection of the application or revocation of membership if already given.

I also understand that BAE, SLIA retain the right to request for further information with regard to the processing of this application.

I also pledge that, I shall abide by the SLIA Code of Professional Conduct and other provisions in the Sri Lanka Institute of Architects Law No.1 of 1976, and its subsequent amendments, all SLIA Regulations, Standing Orders, Council Decisions and Rules and By-laws, as and when applicable to me. I also understand and agree that any breach of the above will result in Investigative and Disciplinary Procedures and that if found guilty, my membership, the right to sit any examinations and acceptance to the membership of the Institute may be suspended/cancelled and rendered null and void as relevant.

I have read and understood the above and append my signature below.

Signature of Applicant	Date
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26 I, (*name of Corporate Member*)

..... Fellow / Associate Member of the SLIA hereby certify that the signature appended above is that of Dr./Mr./Mrs./Ms.with National Identity Card Number

Signature of SLIA Corporate Member	Current ARB Rubber Stamp
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Annexure 1 – Affidavit

AFFIDAVIT

I (Name)
(Holder of NIC No./ Passport No.)

of

..... (Address)

in Democratic Socialist Republic of Sri Lanka, (Country).

being a Buddhist / (if other religion please state), do solemnly,
sincerely and truly declare and affirm as follows.

1. I am the affirming above named.

2. I state that I have been a member of the Sri Lanka Institute of Architects.

3. I have not paid the annual subscriptions for my membership from (Year)
onwards due to (Reasons).....
.....

4. I affirm that I have not violated any aspect of the code of conduct of the Sri Lanka Institute
of Architects or any of its regulations as applicable to my status, during the above said period
of years.

5. I state that I wish to renew my membership with SLIA.

Read over, explained, affirmed to and signed)

at Colombo/..... on)

this day of 20.....)

before me.)

JUSTICE OF PEACE

Annexure 2 - Payments due:

Due Payments

Name: Dr. /Mr. /Ms. /

Membership Subscriptions from year to year Rs.

Membership Subscriptions from year to year Rs.

Surcharge (over 2 years – 100%) Rs.

Surcharge (Current year and last 2 years – 50%) Rs.

Re-Admission Fee Rs. 10,000.00

Application Processing Fee Rs. 500.00

Total Rs.

Taxes Rs.....

Total due payment Rs.....

Remarks:

Senior Manager – Administration & Finance

Date

END OF APPLICATION

CHECK-LIST TO BE FILLED BY SLIA BAE OFFICE

	NAME OF THE APPLICANT (with initials, as given in the application)		
		Yes ✓	No ✓
1	APPLICATION RECEIVED BY THE BAE FROM: ON		
2	ALL RELEVANT COPIES OF CERTIFICATES AND DOCUMENTS ARE ATTESTED FOR THEIR AUTHENTICITY (24. a, b, c, and d.)		
3	<u>DATE AND TIME</u> OF THE SUBMISSION OF THE PERFECTED APPLICATION MARKED		
4	<u>NAME OF THE APPLICANT</u> IS AS PER THE BIRTH CERTIFICATE/OTHER VALID DOCUMENT?		
5	<u>DATE OF BIRTH</u> IN THE NIC. IS AS PER THE BIRTH CERTIFICATE		
6	<u>NIC NUMBER</u> IS AS PER THE NATIONAL IDENTITY CARD		
7	<u>POSTAL ADDRESS, EMAIL ADDRESS AND TELEPHONE NUMBER HAS</u> BEEN STATED		
8	<u>PHOTOGRAPH IN PASSPORT SIZE</u> & TO THE REQUIRED SPECIFICATIONS		
9	<u>SIGNATURE AND RUBBER STAMP OF THE JP</u> PLACED ON EACH AND EVERY COPY OF CERTIFICATE PRODUCED CERTIFYING THEIR AUTHENTICITY		
10	DECLARATION BY THE APPLICANT COMPLETED		
11	DUPLICATE (PINK COPY) OF APPLICATION PROCESSING PAYMENT INVOICE (FOR FULL PAYMENT) ATTACHED		
12	CHECKLIST IN THE APPLICATION COMPLETED BY THE APPLICANT		
13	APPLICANT HAS SIGNED BEFORE HIS/HER NAME IN THE REGISTER ON COMPLETION OF SUBMISSION OF THE APPLICANT TO SLIA		
	Checked by: MANAGER- BAE Signature & Date:		

END OF APPLICATION CHECK-LIST

<u>FOR OFFICE USE ONLY</u>	
1	<p>The Application confirm to all the requirements in the check list.</p> <p>Signature: Manager, BAE</p> <p>Date <i>(Place date stamp)</i></p>
2	<p>Application is forwarded to the Membership Enrolment Committee(MEC) by the Secretary, BAE</p> <p>Signature: Secretary, BAE</p> <p>Date</p>
3	<p>Recommendation for eligibility by the Membership Enrolment Committee;</p> <p>Candidate is: Eligible <input type="checkbox"/> Not Eligible <input type="checkbox"/></p> <p>Signature of MEC member:</p> <p>Remarks or Instructions if any:</p> <p>Signature: Chairman, MEC</p>
4	<p>Approved by the Board of Architectural Education at the Meeting held on:</p> <p>Signature: Chairman, BAE</p> <p>Date</p>
5	<p>Ratified by the Council of the SLIA at the Council Meeting held on:</p> <p>Signature: President, SLIA</p> <p>Date</p>