

 The Geological Society	The Geological Society of London REGULATIONS	Number : R/FP/9 Issue : 5 Date : 27/11/13 Page : 1 of 5
	SUBSCRIPTIONS AND FEES	Approval Authority COUNCIL

1 OBJECTIVE

To ensure that the arrangements for collecting subscriptions and fees are defined in accordance with Section 4 of the Bye-laws.

2 SCOPE

This Regulation covers the Fellowship procedures and concessions for subscriptions and fees payable to the Society by Fellows, Junior Candidate Fellows, Candidate Fellows, Chartered Geologists, (or other Chartered titles for which from time-to-time the Society may administer as a licensed body).. Responsibilities for the processing of payments are defined separately in Standard Operating Procedures (Regulation R/G/18 refers).

3 SUBSCRIPTIONS AND FEES

3.1 General

The schedule of subscriptions and fees payable to the Society by Fellows, Junior Candidate Fellows, Candidate Fellows, Chartered Geologists, Chartered Scientists and European Geologists is listed on the Geological Society web site.. This schedule has been approved by the Fellows in accordance with Clause 4.1 of the Bye-laws.

3.2 Annual Subscription

- 3.2.1 Fellows who are elected, and Candidate Fellows who are admitted will be required to pay an admission fee on application and an annual subscription as follows:
- i. those elected or admitted during the period January to July will be required to pay the full annual subscription for that year;
 - ii. those elected or admitted during the period August to December will not be required to pay the annual subscription for the year in which they are elected or admitted;
 - iii. annual subscription rates are based on the age of the Fellow on 31 December of the year prior to the year to which the annual subscription relates, i.e. the annual subscription for 2011 is determined by the age of the Fellow on 31 December 2010.
- 3.2.2 Fellows who are validated as Chartered Geologists, Chartered Scientists and/or European Geologists will be required to pay an admission fee on application and an annual registration fee in each year following the year of validation.

3.3 Concessions for Junior Candidate Fellows

Junior Candidate Fellows shall pay an annual subscription at the rate defined in the schedule published on the Geological Society web site.

3.4 Concessions for Candidate Fellows

Candidate Fellows may either:

- i. pay an annual subscription at the rate defined in the schedule published on the Geological Society web site; or
- ii. pay a one-off subscription to cover the period from their admission as a Candidate Fellow to completion of their undergraduate studies up to a maximum of six years.

3.5 Concessionary Waiving of Annual Subscriptions for Fellows

3.5.1 Fellows may apply, by writing to the Society, for the annual subscription to be waived, in whole or in part, in the following circumstances:

- i. to cover a period of unemployment;
- ii. to cover an unsalaried career break that is taken for paternity/maternity reasons;
- iii. to cover a period of unsalaried illness or injury during which a Fellow is unable to work;

The concession does not apply to periods of voluntary unemployment, such as to permit extended periods of travel.

3.5.2 The concession is given at the sole discretion of the Society in response to genuine hardship, and is subject to the following conditions:

- i. the Fellow must have paid the full annual subscription, usually for at least five years immediately prior to an application being made for the annual subscription to be waived;
- ii. the arrangement will be subject to annual review and will only be extended usually for a maximum of 3 years;
- iii. the Fellow is responsible for informing the Society immediately when employment recommences whereupon the Fellow will be required to pay the full subscription in accordance with Section 3.2 above with the date of commencement of employment being considered in the same way as date of election;
- iv. a Fellow who is not in full-time paid employment but is still in receipt of income for part-time work, such as contract work, consultancy or teaching, may not apply for or be granted the privilege of having the annual subscription waived.

A Fellow who is granted the privilege of a period during which the payment of the annual subscription is waived will continue to receive the other privileges of Fellowship during this period.

3.6 Joint Fellow Supplement

Two Fellows resident at the same address may apply, by writing to the Society, to become Joint Fellows. This is subject to the following conditions:

- i. the annual subscription to cover both Fellows is calculated as the higher of the two individual annual subscription rates plus a supplement;
- ii. both Fellows will receive a copy of *Geoscientist*;
- iii. the Joint Fellows will have online access to the Lyell Collection;
- iv. the Fellows are responsible for informing the Society if they are no longer entitled to receive Joint Fellowship or if they elect not to continue with the arrangement.

3.7 Senior Fellows and Honorary Fellows

Senior Fellows and Honorary Fellows do not pay an annual subscription. They retain the rights and privileges of Fellows as defined in Clause 2.15 of the Byelaws.

Senior Fellows and Honorary Fellows receive the following free publications of the Society:

- i. *Geoscientist*; and
- ii. one free Society journal by online access, with the option to subscribe to others at a discounted price;
- iii. free online access to the Book Archive (GSL books published prior to the current plus three prior years). For an additional fee Fellows may subscribe to the Full Book Collection which includes all new and recent GSL online books.

3.8 Overseas Fellows

A Fellow who is resident outside Europe and is aged between 34 and 59, i.e. is required to pay the maximum rate of annual subscription, but will automatically be eligible for a discount in accordance with the schedule published on the Geological Society web site.

3.9 Life Subscription

Council has decided that there will be no provision for Fellows to compound all further Annual Subscriptions for Fellowship due by a single payment

3.10 Postgraduate Students

Fellows who are full time postgraduate students will pay an annual subscription at a special rate.

4 PRIVILEGES

The privileges that relate to Fellows, Candidate Fellows and Junior Candidate Fellows will commence immediately following admission or election. In the event of late payment, privileges will be withdrawn according to the timetable in Section 5 below. The privileges will cease immediately an individual ceases to be a Fellow, Candidate Fellow or Junior Candidate Fellow due to resignation or removal from the Society.

5 PROCEDURES FOR REMOVAL OF CANDIDATE FELLOWS AND FELLOWS FOR NON-PAYMENT OF ANNUAL SUBSCRIPTIONS

Fellows and Candidate Fellows who are in arrears with payment of Annual Subscriptions will be removed from the Society by Council in accordance with the following procedure.

Notes and Additional Information	Action	Responsibilities and References
Normally in October each year	Issue request for payment of subscription	The Society
Normally in January	Use of library services withdrawn	Library staff
Normally in February	If payment of annual subscription has not been received, issue reminder	Database Administrator / Fellowship Office
Normally in April	Free journal and access to Lyell Collection withdrawn (<i>Geoscientist</i> continues)	
Normally in May	If payment of annual subscription has not been received, issue final warning	Database Administrator / Fellowship Office
In June	If payment has not been received, remove Candidate Fellow or Fellow from the Society	Council

Individuals who have been removed from the Society for being in arrears with their Annual Subscription may apply to the Society for reinstatement. Reinstatement will be granted subject to the following:

- i. Arrears have been paid in full; and
- ii not more than 6 months have elapsed since the individual was removed from the Society for being in arrears with their Annual Subscription

If more than 6 months have elapsed since their removal, an individual may re-apply for admission to the Society as a Fellow or Candidate Fellow in accordance with the Regulations.

A Fellow who was validated as a Chartered Geologist (or held another Chartered title for which the Society administered as a licensed body), and is removed from the Society for being in arrears with their Annual Subscription will be removed from the appropriate Register(s) on being removed from the Society. If the person is subsequently re-elected as a Fellow, they may apply to be validated as a Chartered Geologist/Scientist and on being so validated may apply for other relevant Chartered titles administered by the Society, but may be required to make new validation applications subject to the requirements of R/FP/2 section 5.12 and R/FP/11 section 5.8

6 RECORDS

The Fellowship Office is responsible for maintaining the following records:

- i. a list of Candidate Fellows, Junior Candidate Fellows and Fellows who have paid their Annual Subscriptions;
- ii. a list of Candidate Fellows, Junior Candidate Fellows and Fellows who are in arrears with their Annual Subscriptions;
- iii. a list of Candidate Fellows, Junior Candidate Fellows and Fellows who are in arrears with their Annual Subscriptions and whose names are being put before Council for their removal from the Society; and
- iv. a list of Candidate Fellows, Junior Candidate Fellows and Fellows who have received concessions.