

Human Factors and Ergonomics Society Malaysia (2010)

Regular Membership Application Form

HFEM Address: c/o A-31-3 Suasana Sentral, Jalan Stesen Sentral 5, 50470 Kuala Lumpur, Malaysia.
Tel 03-2282 9005 Fax 03-2282 9004 Email member@hfem.org Website <http://www.hfem.org>

Instructions for Regular Membership Application

1. Memberships are for calendar year, 1st January to 31st December.
2. Please print or type legibly. The description of various membership categories is shown in Section A. All applications are subject to conform to the eligibility criteria in Section A. Membership may be rejected if applicant fails to meet the criteria. In this situation, applicants are encouraged to appeal.
3. Kindly provide a copy of your academic/professional certificates and NRIC/Passport as supporting documents.
4. Sign and mail the completed form with supporting documents to: HFEM, A-31-3 Suasana Sentral, Jalan Stesen Sentral 5, 50470 Kuala Lumpur, Malaysia. For immediate processing, sign, scan and email a softcopy of completed form with supporting documents to: **member@hfem.org**. Typical timeframe to consider a new application is **TWO months**.

Section A: Membership Categories

Tick '√' a Category Requested:

- Full Member** Any person who has a bachelor's degree from an accredited university or college and three full-time years of applicable experience in HFE/HCI work shall be eligible to become a Full Member of the Society. Appropriate academic degrees beyond the bachelor's degree may be substituted in part for work experience up to a total of three years.
- Associate** Any person who has a bachelor's degree and/or two years of full-time relevant experience in the HFE/HCI field and is active in the HFE/HCI field shall be eligible to become an Associate Member of the Society.
- Special** Qualifications for any special class of membership, such as Corporate, Fellow, Emeritus or Sustaining Member shall be established by the Executive Board.

Privileges of Membership

- (1) *Full Members of the Society in good standing shall be entitled to vote, to hold office, and to participate in all activities of the Society and they shall receive copies of publications of the Society.*
- (2) *Associate Members shall be entitled to participate in all activities of the Society, except that they may not vote or hold office, and they shall receive copies of publications of the Society.*
- (3) *Special classes of membership shall be entitled to any privileges established by the Executive Board, except that the privileges of voting and holding office shall depend solely upon meeting the basic qualifications for Full Member of the Society.*

Section B: Personal Data

Full Name _____ NRIC/Passport No _____

Home Address _____

City _____ State _____ Postal Code _____ Country _____

Home Phone _____ Mobile Phone _____

Office Address _____

City _____ State _____ Postal Code _____ Country _____

Office Phone _____ E-mail Address _____

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Tick '√' a Preferred Mailing Address: Home Business

Section C: Academic Background

Start with most recent first. Please list only accredited institutions.

Degree _____
Year Graduated _____
Major _____
University/College _____

Degree _____
Year Graduated _____
Major _____
University/College _____

Degree _____
Year Graduated _____
Major _____
University/College _____

Section D: Human Factors/Ergonomics/HCI Experience

Start with most recent experience. Attach additional information on a separate sheet if necessary.

Job Title _____
Organization _____
Location _____
From -To _____
(Month/Year)

Job Title _____
Organization _____
Location _____
From -To _____
(Month/Year)

Job Title _____
Organization _____
Location _____
From -To _____
(Month/Year)

Section F: Fees

Tick '√' a Membership Application:

NEW REGULAR MEMBERSHIP APPLICATION

Joining fee RM 50.00
Annual subscription (calendar year) RM100.00
SUB TOTAL RM150.00

REGULAR MEMBERSHIP RENEWAL

Annual subscription (calendar year) RM100.00
SUB TOTAL RM100.00

TOTAL AMOUNT : RM _____

Tick '√' a Payment Method:

CHEQUE

crossed and made payable to **Human Factors and Ergonomics Society Malaysia (2010)**

INTERBANK TRANSFER OR DIRECT DEPOSIT

to **Human Factors and Ergonomics Society (M)**

Bank Account at MAYBANK, KL Sentral Branch,

No. **564717004441**

Notes:

1. The above fees shall be paid within **30 days** of the membership being approved by the Executive Board or Treasurer written notice requesting the same.
2. Payment in **Ringgit Malaysia (RM)** only.
3. Email a copy of the transaction details to **member@hfem.org**.
4. Remember to keep a copy of the application form for your reference.

SIGNATURE OF APPLICANT

DATE

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For Office Use Only

Date Received

HFEM (2010) Committee

Decision on (date)

Tick '√' a Relevant Application Outcome

Approved, Membership No

Pending, Reason

Rejected, Reason

Other comments