

CHARTERED INSTITUTE OF LINGUISTS

CONDITIONS OF MEMBERSHIP

The Chartered Institute of Linguists is an international professional association for foreign language practitioners, whatever their location, specialism or particular interests.

The classes of membership of the Institute and the authorised designations are as follows:

Fellow	FCIL
Member	MCIL
Associate	ACIL
Registered Student	-

Fellows, Members and Associates receive a certificate of membership bearing the Institute's seal.

Fellows and Members of the Institute are voting members and are entitled to play a full part in the management of the Institute.

Associates may participate in the activities of the Institute, but may not be elected to Council, or vote in elections to the Council.

All members, irrespective of grade of membership, may use membership services as appropriate.

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GENERAL CONDITIONS FOR ADMISSION TO MEMBERSHIP

1. The conditions for admission to membership are laid down in the Rules, which are agreed by the Annual General Meeting (usually in March each year). Any changes to the Rules are published in *The Linguist*. However, full details may be obtained from the Institute on request.
2. Applications for admission must be made on an application form obtainable from the Institute. Copies of relevant academic certificates should be enclosed with your application.
3. Applications should be made within 12 years of the date you were awarded your qualification (ie. Institute examination, degree or equivalent). If you were awarded a qualification more than 12 years before the date of application you should provide evidence of continued or improved linguistic ability, either through employment, further study or examination.
4. Employment patterns are becoming ever more flexible, which may result in frequent career changes. The Institute recognises the growing importance of continuing professional development (CPD) as ever-higher standards of competence and performance are required in the profession. When considering your application, the Applications Committee will take account of any relevant CPD and you are therefore advised to include details in your application.
5. The Applications Committee considers membership applications approximately once every two months and membership is effective from the date of admission.
6. The subscription year commences on 1 September. Subscription rates for the current year are outlined in the cover letter accompanying your membership pack.
7. Your application must be accompanied by remittance to cover the subscription for 12 months. An additional amount will be requested if you are admitted to membership between the end of February and the end of August.
8. Please note that part of your payment (£25) will be taken as an administrative fee. This will be deducted from the subscription if your application is successful, but will not be refunded if the application is rejected by the Applications Committee or withdrawn by you. If you are seeking admission at Member or Associate grade you should ensure that you meet the linguistic requirements in full.
9. On applying for membership you must sign an undertaking to observe the provisions of the Memorandum and Articles of Association of the Institute, the Bye-laws, the Code of Professional Conduct and other such regulations as may be made from time to time.
10. Fellows, Members or Associates who discontinue their membership for whatever reason, must return their membership certificate to the Institute and are not entitled to use the designation FCIL, MCIL or ACIL.

MEMBERSHIP GRADES

FELLOWSHIP (FCIL)

Fellow is the highest class of Institute membership and is a mark of advanced professional standing, distinction as a linguist, or distinguished service to languages.

You should have been a Member (MCIL) for at least three years, before applying for Fellowship. However, direct entry to Fellowship may also be granted to linguists who have attained a position of distinction or responsibility in or related to the professional use of languages.

The minimum age for Fellowship is 25.

The Criteria for Fellowship are available on request from the Institute.

MEMBERSHIP (MCIL)

Member is the main professional grade of Institute membership and is intended for those whose professional skill as a linguist is a primary requirement for the work in which they are engaged.

The minimum age for Membership is 21.

To become a Member you must have:

either

- a. a proven degree-level qualification (*see Appendix A*) and
- b. at least three years' professional experience, one of which must have been immediately prior to application, where foreign language skill is a requirement.

or

- a. a proven post-graduate qualification (*see Appendix A*) and
- b. at least one year's professional experience (normally immediately prior to the date of application), where foreign language skill is a requirement.

In both instances, part-time work over a longer period of time may be acceptable experience.

If you do not satisfy the above requirements, you may be eligible for Associateship, with a view to applying for promotion to Membership once the required period of relevant employment has been completed or appropriate qualification has been attained.

As part of your application you should supply proof of relevant employment and qualification. In addition you are asked to name two referees, one of which must be professional. You may also, in exceptional circumstances, be required to attend an interview.

ASSOCIATESHIP (ACIL)

Associate is the grade for two types of linguist:

- a. those whose foreign-language skill is a valuable professional tool but not necessarily a primary requirement for their employment;
- b. those whose employment demands high level foreign-language skill, but who do not yet have the requisite length of recent relevant experience, or appropriate qualification for admission as Members.

The minimum age for Associate membership is 18.

To become an Associate you must:

- a. have a proven qualification (*see Appendix B*), and
- b. as a minimum, already be or intend to be engaged in work in which knowledge of a foreign language (or languages) is of practical use.

As part of your application you should supply proof of relevant employment and qualification. In addition you are asked to name two referees and may also, in exceptional circumstances, be required to attend an interview

REGISTERED STUDENTS

This grade of membership is intended for anyone who is engaged in, or will shortly be engaged in, a full or part-time course of study in a language at an appropriate level.

The minimum age for Registered Students is 16.

Registered Studentship is usually limited to four years, but may be extended in exceptional circumstances. To encourage advancement to professional status for qualified linguists, Registered Students are expected to take a qualifying examination within four years and are strongly encouraged to follow this with an application for Associateship or Membership.

Registered Students are entitled to a reduction in entry fees for the Institute's examinations.

SPECIAL CONSIDERATION

Applicants for Associateship and Membership who are unable to meet the above criteria may, in certain circumstances, apply for special consideration.

Please contact the Registrar to discuss this.

APPENDIX A

QUALIFICATIONS FOR ADMISSION TO MEMBERSHIP (MCIL)

EITHER:

One of the following qualifications (*in addition to three years' professional experience, as detailed on page 4*):

1. The IoL Final Diploma examination
2. From 1994, the IoL Grade V Diploma of the Alternative Syllabus for Contemporary Languages
3. From 1990, the IoL Diploma in Languages for International Communication (ELIC)
4. The IoL Diploma in English for International Communication (subject to proven degree-level evidence of competence in another language)
5. The IoL Final Diploma in English and Chinese
6. The IoL Diploma in Public Service Interpreting
7. The Diplomatic Service Language Allowance examination at the Extensive Level
8. The Ministry of Defence Interpreter examination
9. The Civil Service Commission Interpretership
10. The Joint Services Language Examinations Board Diploma examination (if taken between January 1992 and March 1996)
11. The Ministry of Defence Languages Examinations Board Diploma (if taken before March 1996)
12. A 1st or 2nd class Honours degree of a recognised British or overseas University or awarded by the Council for National Academic Awards in:
 - a modern language or languages.
 - a modern language or languages combined with another subject or subjects, provided that in the final year of the degree course at least 40% of the course content was devoted to foreign language work and that this was examined at Finals level and provided that the degree course included residency for study or employment of not less than five months duration in a country of the language in which admission is sought, or that the residency requirement was met within a year of graduation, or that evidence of oral competence is provided.
13. Other certificates and diplomas to be considered on their merits and the extent to which they cover the syllabus of the Diploma in Languages for International Communication.

OR:

One of the following qualifications (*in addition to one year's professional experience, as detailed on page 4*):

1. The IoL Diploma in Translation (*subject to evidence of oral competence being provided*)
2. A recognised post-graduate degree of a British or overseas University in a modern language or languages, or in bi-lingual translation/translation studies.
3. Other post-graduate certificates and diplomas to be considered on their merits.

APPENDIX B

QUALIFICATIONS FOR ADMISSION TO ASSOCIATESHIP (ACIL)

EITHER:

Any one of the qualifications listed above for admission to Membership.

OR:

1. The IoL Intermediate examination
2. From 1994, the Grade IV Diploma of the IoL Alternative Syllabus for Contemporary Languages
3. From 1990, the IOL Intermediate Diploma in Languages for International Communication (ELIC)
4. Until 1997, Module I of the IoL Diploma in Languages for International Communication
5. The Diplomatic Service Language Allowance examination at the Operational level
6. The Diploma in Translating and Interpreting jointly issued by the Caritas Francis Hsu College Hong Kong and the Institute of Linguists (*Hong Kong candidates only-from 1996 onwards*)
7. Modules 1 – 5 of the Final Diploma in English and Chinese
8. A 3rd class Honours, ordinary, general or pass degree of a recognised British or overseas University or awarded by the Council for National Academic Awards in:
 - a modern language or languages.
 - a modern language or languages combined with another subject or subjects, provided that in the final year of the degree course at least 40% of the course content was devoted to foreign language work and that this was examined at Finals level and provided that the degree course included residency for study or employment of not less than five months duration in a country of the language in which admission is sought, or that the residency requirement was met within a year of graduation, or that evidence of oral competence is provided.
9. The IoL Diploma in Translation
10. Other certificates and diplomas to be considered on their merits and the extent to which they cover the syllabus of the examination for the Intermediate Diploma in Languages for International Communication

(As at 16 December 2005)