



### APPLICATION FOR MEMBERSHIP

Family Name: \_\_\_\_\_ First Names: \_\_\_\_\_  
Title or Position: \_\_\_\_\_ Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

I hereby apply for membership in the International Academy of Aviation and Space Medicine as:  
 MEMBER  ASSOCIATE MEMBER

In support of my application, the following information is submitted:

Graduate Studies: \_\_\_\_\_  
School(s): \_\_\_\_\_ Degree(s): \_\_\_\_\_ Date(s) \_\_\_\_\_

I subscribe fully to the objectives of the Academy.  
I am exercising clearly established functions and activities in the field of Aviation, Space Medicine,  
or related sciences as: \_\_\_\_\_

Have you ever made an application for membership before? No \_\_\_\_\_ Yes \_\_\_\_\_ When? \_\_\_\_\_

In further support of this application, the following enclosures are submitted (in English or French):

1. Evidence of qualification in medicine or in an allied science; (photocopies of Degrees and Diplomas)
2. A Curriculum Vitae including:
  - a) A description of previous and present professional activities - highlight activities in aviation or space medicine;
  - b) A list of personal publications if any - list separately, or highlight, any aviation or space medicine publications;
  - c) A statement of aviation activities, including personal flight experience;
  - d) A statement of membership and status in professional and aeronautical societies.
3. A recent photograph; (preferably a digital picture)
4. Payment of the Application Fee, in the amount of US\$125.00;
5. Written recommendations from two members of the Academy (one of whom being preferably a Selector) to act as sponsors (one sponsor must have known the candidate for at least three years). Contact the Secretary General if you have difficulties with this requirement. See below for additional guidance on sponsor's letters.

**The completed application form (in English or French), with all of the above documents are to be mailed or e-mailed to:**  
**The Secretary-General, International Academy of Aviation and Space Medicine**  
**8 Cambridge, Baie D'Urfé, Québec, Canada H9X 2V4**  
**E-mail : [secretary-general@iaasm.org](mailto:secretary-general@iaasm.org)**

The Selectors Committee requires at least **60 days** before a meeting of the Academy at which the application can be reviewed. Therefore the application (complete with all requirements listed above) must reach the Secretary-General for processing, and distribution to the Chancellor and members of the Selectors Committee at least 75 days before the next meeting of the Academy.

I agree to my application being retained by the Academy in accordance with its data protection policy (which includes deletion/destruction of any personal financial information provided with this application)

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
d m y

## **Potential new members - Guidance for Academicians on writing a letter of recommendation for membership**

***Applicants are recommended to forward this document to their sponsors when requesting a letter of support***

### **Background**

The Academy was founded in 1955, its object being the promotion and search for new knowledge in aerospace medicine. It also makes a contribution to international co-operation among those devoted to education and research in this particular field.

The Academy is composed of experienced professionals involved in aviation and space medicine and its allied sciences. It attracts applications from a wide spectrum of individuals, some well-known to our community but others less so. While it is pleasing that membership of our organization is highly prized the selection process can be challenging when we have no personal knowledge of specific applicants. Moreover, some academicians have experienced a degree of unwelcome pressure to endorse the application of individuals, particularly when they have little or no personal knowledge of the applicant.

This guidance has therefore been developed to assist Academicians assess if they could or should give an endorsement to an application for membership.

### **Guidance**

Applicants are selected solely on their merit, regardless of their nationality, race, creed, ideology or political belief. Candidates must be graduates from a recognized medical school or other institute of higher education who have made an outstanding contribution to aerospace medicine and/or hold an eminent position in the subject or in the allied sciences.

All academicians can endorse an application and two sponsors are required (one preferably being a selector, although this is not a requirement). By tradition the Chancellor and Secretary General do not make recommendations. Clearly, writing a recommendation is easier if the academician has personal knowledge of the applicant and their work, a point that can be usefully made to the applicant.

If approached by a potential applicant, academicians should welcome their support for the aims and objectives of the Academy and their interest in the science and practice of the discipline. However, academicians are requested not to agree to endorse an applicant until they have reviewed their whole application package. In particular, knowledge of the professional activities of the applicant is important. This should go beyond simply “adding up” presentations at various meetings but consider if those contributions are well founded, appropriately conducted and presented to a good, ethical standard.

Note that at least one sponsor must have known the applicant for at least three years.

The sponsor should review the work of the candidate and assess if this constitutes a substantial degree of practice or research in aviation & space medicine over a prolonged period of time. A minimum of 10 years practice in aviation and/or space medicine or related sciences is necessary for membership (except for associate membership (five years)).

In considering the applicant please include weighing the contributions they make to aerospace medicine in their own country and internationally, how it fulfils the aims of the Academy and what their role in the organization might be were they to be elected to membership. Sometimes an applicant is not sufficiently well-known to any Academician and this may result in delayed selection until this is achieved. In the case of references which give insufficient information the Academy will revert to the sponsor for further information.

If you feel the applicant is not yet ready to be put forward for selection, consider if you can offer a mentoring process to (1) assist their professional development (2) gain a better knowledge of their work or (3) achieve a deeper understanding of the reasons as to why they wish to become an Academician. Please remember, membership of the IAASM is not a right, nor should it be seen as providing a special status. Rather it brings together like-minded individuals with appropriate experience and skills who are able and willing take forward the aims of the Academy. If academicians still feel unsure of the right course of action with respect to a request to endorse an application they should contact the Secretary General and/or the Chancellor for advice.