



MEMBERSHIP POLICY

AuDHD Council of Australia Ltd

Effective date 19 February 2026

81-83 Campbell St, Surry Hills, NSW 2204

ACN: 695 087 739

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1. Purpose

This policy establishes the framework for membership of AuDHD Council of Australia, including eligibility, rights, obligations, approval processes, fees, and termination. It supports transparent, fair, and consistent membership administration aligned with the Constitution and governance obligations.

2. Membership Classes

The following membership classes are established:

“Individual Member” is a natural person who has lived experience of AuDHD and meets such other eligibility criteria as set out in the Membership Policy from time to time. Each Individual Member will, subject to this Constitution, have the right to receive notice and to be present and vote at General Meetings.

“Support Member” is a natural person who is immediate family member, partner, carer, or supporter of a person with AuDHD, or who otherwise demonstrates a clear commitment to supporting AuDHD inclusion and objectives, and who meets the eligibility criteria as set out in the Membership Policy from time to time.

“Workplace Member” is a legal entity, including a company, partnership, or government organisation, that employs or engages AuDHD individuals and supports the objects of the Company, and which meets the eligibility criteria as set out in the Membership Policy from time to time. A Workplace Member may nominate one authorised representative to represent the organisation to the Company.

“Institutional Member” is a legal entity, including a professional association, peak body, union, or industry group, that aligns with and supports the objects of the Company and meets the eligibility criteria as set out in the Membership Policy from time to time. An Institutional Member may nominate one authorised representative to represent the organisation to the Company.

3. Eligibility and Conditions

To be eligible for membership, applicants must:

- Meet the eligibility criteria for the relevant membership class
- Support the objects of AuDHD Council of Australia
- Agree to comply with the Constitution, this Policy, and all Board-approved policies
- Agree to the Code of Conduct – Members & Representatives
- Acknowledge safeguarding, complaints, and privacy obligations

4. Application and approval

4.1 Application

All applicants must:

- Complete the relevant, approved online membership application form

- Pay the non-refundable application fee
- Provide any information reasonably required to assess eligibility

4.2 Assessment

Applications are:

- Automatically assessed on eligibility and payment
- Subject to discretion for reputational, safeguarding or governance reasons

4.3 Approval authority

- Routine membership approvals are delegated to the CEO.
- Applications presenting material risk, reputational concern, or exceptional circumstances are escalated to the Board.

Decisions of the Board are final.

5. Membership Fees

Applicants for membership undertake to pay the appropriate annual Membership Fee as well as the Application Fee, or Reinstatement Fee.

Membership Fees are payable in advance for a financial year running from 1 July to 30 June the following year. Membership Fees and other related fees are subject to annual review. Current fees can be found on the AuDHD Council of Australia website.

Application, readmission, and annual Membership Fees are not refundable upon termination of membership.

Payment of all AuDHD Council membership-related fees must be in Australian Dollars and must be net of any bank, merchant, or transaction fees. Within Australia, all fees will attract Goods and Services Tax (GST).

5.1 Fee structure

Membership Fees are set by the Board and reviewed annually.

- Membership Fees shall be paid by the 30 June for the following financial year. New members joining during the year will be charged a prorated amount from the month of admission to membership. Applicants for membership only become members upon payment of Membership Fees.
- In all cases, it is the responsibility of the member to ensure they have provided correct and up-to-date contact details in order to receive renewal notices.

- It is important to note that members who have not paid their Membership Fees by 30 June for the next financial year are deemed to be in a three-month grace period and are not financial members.

5.2 Application fee

A non-refundable application fee applies to all membership classes.

Application Fees are charged upon receipt of the application and are non-refundable. If an applicant has not proceeded with the membership application process for any reason within a timeframe of three months, their application will be deemed expired, and they must resubmit a new application with an Application Fee once three months has passed.

5.3 Readmission fee

A Readmission Fee will be charged when any Membership Fee remains unpaid after 30 September each year. The Readmission Fee will apply to all lapsed memberships.

5.4 Concessions

Concessions may be granted for those unemployed, seeking work, and applying for Individual Membership only, upon request to CEO directly. Concessions enable members to maintain membership whilst paying a reduced fee for a fixed period of time (generally only for the membership renewal year it is applied for), unless otherwise specified.

Each request for concession will be assessed on an individual basis.

Guidelines for applying for concession

Provide written evidence to support the concession requested, with supporting documentation evidence and one reference letter from an immediate family member or support person.

Changes in circumstances

It is important that all members keep AuDHD Council of Australia informed of any changes in circumstances. As part of the Council's auditing process, any member may be selected to provide recent evidence of their status. If any false claims are identified, the member may be in breach of the Code of Conduct and disciplinary actions may be taken.

6. Payment and confirmation

- Membership is only confirmed upon receipt of full payment
- Invoices are issued for full payment directly to the applicant
- Following payment, approved members are entered into the Register of Members

7. Rights and obligations

All members must:

- Comply with the Code of Conduct – Members & Representatives
- Engage respectfully and lawfully with the organisation and its stakeholders
- Comply with safeguarding and complaints processes
- Maintain accurate contact details with the Council
- Not act in a manner that may bring the organisation into disrepute

7.1 Individual Member

Eligibility: A natural person who has lived experience of AuDHD.

Rights:

Individual members can:

- Access all Council activities at member rates
- Access all Council workforce guidance resources
- Participate on advisory councils and working groups
- Participate in career-stage round tables
- Attend member briefings
- Receive notice and be present, and vote at General Meeting.

7.2 Support Member

Eligibility: A natural person who is an immediate family member, partner, carer, or supporter of a person with AuDHD, or who otherwise demonstrates a clear commitment to supporting AuDHD inclusion and objectives.

Rights:

Support Members can:

- Access all Council activities at member rates
- Participate on advisory councils and working groups
- Participate in support round tables
- Attend member briefings.

7.3 Workplace Member

Eligibility: A legal entity, including a company, partnership, or government organisation, that employs or engages AuDHD individuals and supports the objects of the Company.

Rights:

Workplace Members can:

- Access all Council activities at member rates
- Access all Council workforce guidance resources
- Participate on advisory councils and working groups
- Participate in workplace round tables
- Attend employer briefings.

7.4 Institutional Member

Eligibility: A legal entity, including a professional association, peak body, union, or industry group, that aligns with and supports the objects of the Company.

Rights:

Institutional Members can:

- Access all Council activities at member rates
- Input into all Council workforce guidance resources
- Participate on advisory councils and working groups
- Participate in institutional round tables
- Attend employer briefings
- Engage with research

8. Continuous membership and readmission

Continuous membership means that, once approved, a member's membership remains active on an ongoing basis without the need to reapply each year. Membership continues subject to payment of the annual membership fee and ongoing compliance with the Constitution, Membership Policy, and Code of Conduct

A lapsed member is a member of any class whose membership lapsed due to non-payment of renewal Membership Fees).

A lapsed member may be readmitted to membership in accordance with the following (except in relation to a member expelled as a consequence of sanctions imposed in accordance with the AuDHD Council of Australia Complaints Policy):

A lapsed member may apply to be readmitted to their former membership class within the same membership year with no loss of continuous status. If approved, the full amount of their Membership Fee, plus a Readmission Fee must be paid prior to their membership becoming active.

A lapsed member who does not pay the full amount of their Membership Fees is unable to be readmitted without loss of continuous status.

9. Suspension and Termination

9.1 Suspension

The Board may suspend a member on an interim basis as a consequence of a penalty prescribed by the Board should that member be found to be in breach of the current AuDHD Council of Australia Constitution, By-Laws, or Code of Conduct.

9.2 Termination

The Board may terminate membership where a member:

- Breaches the Constitution or policies
- Breaches the Code of Conduct
- Engages in conduct that poses risk to individuals or the organisation

9.3 Appeals

Members have the right to appeal suspension or termination decisions in accordance with procedures determined by the Board.

10. Resignations

Any member who wishes to resign their membership must forward a written resignation to the Company Secretary. The resignation will take effect as from the date upon which the Company Secretary acknowledges receipt of the resignation.

11. Privacy

Personal information collected through membership is handled in accordance with the *Privacy Act* 1988 (Cth) and the AuDHD Council of Australia Privacy Policy.

12. Review

This policy is reviewed at least every two years or earlier if required by law or Board resolution.