



Procedures for Re-Joining ATCM

Amended and approved by the ATCM Council (March 2026)

1. Scope

These procedures apply to individuals whose membership has lapsed due to:

- failure to renew annual membership, or
- voluntary resignation

These procedures do NOT apply to individuals whose membership has been removed or suspended as a result of disciplinary proceedings.

Such cases are governed by the re-admission provisions set out in the ATCM Indicative Sanctions Guidance.

2. Lapsed Membership – Less than 6 Months

Members whose membership has lapsed for less than six months:

- may re-join without submitting a new application
- must pay the full annual membership fee
- membership continuity will be preserved

3. Lapsed Membership – 6 Months to 5 Years

Members whose membership has lapsed for more than six months but less than five years:

- must submit a new application form
- pay a £30 application fee

- obtain approval from the Council
- membership will be counted from the date of re-joining

4. Lapsed Membership – More than 5 Years

Members whose membership has lapsed for more than five years:

- will be treated as new applicants
- must submit an application form
- pay a £60 application fee
- attend an interview

A written assessment may be waived where prior qualification records are retained by ATCM.

Membership will be counted from the date of re-joining.

5. Risk and Compliance Checks

ATCM reserves the right to:

- conduct appropriate background checks
- request updated evidence of qualifications and practice
- impose conditions or refuse an application where appropriate

Re-joining may be refused where there are concerns relating to:

- public safety
- professional conduct
- integrity or fitness to practice

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