



Membership Application
Business Organizations

United States | Singapore | Netherlands



Business Membership Application

AACSB International Membership Application Process

Thank you for your interest in business membership with AACSB International. *Before completing this application, please note that there is a separate [Educational Membership Application](#) for educational organizations with both independent business degree granting authority and regional accreditation or recognition by an appropriate governing body.*

To begin the membership application process, please email the completed application for membership, dues payment information, and required supporting documents to membership@aacsb.edu.

All applications must include the requested organizational and official representative information. The official representative must be the primary representative that will manage the AACSB relationship. Official correspondence will only be sent to the official representative, in accordance with AACSB International bylaws. If preferred, the official representative may designate an individual to receive correspondence that is not official in nature. Please identify both individuals and additional contacts in Section 1 of the application.

Please enclose the following required information (English language where feasible):

- A directory of key staff within the organization (see section 1)
- A brief description of the organization, including size, list of stakeholders, number of staff, employees, and/or members
- The organization's mission statement
- The most recent annual report for the applicant organization (waived for non-profit organizations)
- Initial membership dues via check, credit card or wire transfer, renewable on June 01 of each year (Membership effective July 1 – June 30). See page 6 for dues rates / information.

To receive wire transfer instructions, please email membership@aacsb.edu. An invoice/receipt will be sent via email after your application has been processed. Payment is required before the membership is activated.

Completed, *signed* application form.

**Organization website and online resources will be reviewed as needed; additional materials may be requested.

Completed applications may be submitted via email to membership@aacsb.edu.

File size limited to 20MB. Please limit files to 20MB each and send multiple emails if required. If you encounter difficulty or do not have the ability to send via email, please contact:

Member Services at membership@aacsb.edu

Tel. +1 813 769 6500 (United States), +65 6592 5210 (Singapore), +31 20 509 1070 (Netherlands)



Business Membership Application

Section 1: Organizational Contacts

A. Organizational Information:

Organization Name: _____

Website Address (URL): _____

General Email Address for the Organization: _____
(example: info@xxx.edu)

Full Mailing Address

City State/Province/Region Zip/Postal Code

Country Phone Fax
(include country/city code or area code) (include country/city code or area code)

B. Official Representative: The official representative must be the primary representative for AACSB membership relations.

Prefix First Name Middle Initial Last Name

Job Title/Position

Full Mailing Address (if different than Section 1, A)

Direct Telephone Email Address (preferably not yahoo, hotmail, etc)

C. Official Designee: Designated by the official representative to receive correspondence that is not official in nature, as well as access to the dues renewal invoice.

Prefix First Name Middle Initial Last Name

Job Title/Position

Full Mailing Address (if different than Section 1, A)

Direct Telephone Email Address (preferably not yahoo, hotmail, etc)



D. Head of Business Support Staff: Individual that directly supports the official representative (1, B), has access to renewal invoice, and may assist with correspondence (i.e. confirming accuracy of contacts, delivery of official correspondence, etc.)

Prefix First Name Middle Initial Last Name

Job Title/Position

Full Mailing Address (if different than Section 1, A)

Direct Telephone

Email Address (preferably not yahoo, hotmail, etc)

E. Operational Contact: Individual that handles organizational billing and administrative affairs on behalf of the official representative (1, B) and has access to dues renewal invoice. This is the person AACSB will contact for the initial payment due with this application.

Prefix First Name Middle Initial Last Name

Job Title/Position

Full Mailing Address (if different than Section 1, A)

Direct Telephone

Email Address (preferably not yahoo, hotmail, etc)

F. Public Relations/Marketing Contact: Senior staff member responsible for public relations/marketing. Appropriate person for AACSB sponsorship, advertising and exhibit opportunities.

Prefix First Name Middle Initial Last Name

Job Title/Position

Full Mailing Address (if different than Section 1, A)

Direct Telephone

Email Address (preferably not yahoo, hotmail, etc)

Note: AACSB requests immediate notification in the event of changes to official organizational contacts. Official Contact Change Forms may be found online at <https://www.aacsb.edu/membership/update-information>.



Section 2: Industry / Organizational Information

How did you hear about AACSB International?

Please designate your industry:

- | | |
|---|--|
| <input type="checkbox"/> Admission Testing | <input type="checkbox"/> Professional Certifications |
| <input type="checkbox"/> Assessment and Assurance of Learning | <input type="checkbox"/> Publishing |
| <input type="checkbox"/> Auditing and Consulting | <input type="checkbox"/> Simulations |
| <input type="checkbox"/> Curriculum | <input type="checkbox"/> Software |
| <input type="checkbox"/> Other (please specify): _____ | |

Please tell us why you are interested in business membership with AACSB International:

(This will help AACSB staff identify engagement opportunities for your organization. You may submit a separate document if more space is needed.)

Section 3: Social Media

Upon membership activation, AACSB International recognizes and welcomes new members via the following social media channels: Twitter, Facebook and LinkedIn. We invite you to include your organization’s social media information. A logo or photo may also be submitted to membership@aacsb.edu to be used on Twitter, pending application approval.

Twitter: _____ *(individual recognition: if provided, organization will be tagged)*

Facebook: _____ *(monthly recognition, organization will not be tagged)*

LinkedIn: _____ *(monthly recognition, organization will not be tagged)*

Organizational profiles are featured on the AACSB Exchange, the online virtual community exclusively for AACSB International members. If permitted, AACSB will also utilize your school logo/photo on this platform.

I authorize the use of our logo/photo on our Organizational Profile within the AACSB Exchange.



Section 4: Application Authorization

I confirm, as official representative of the applicant organization, all information included with the AACSB International Membership Application has been provided by an authorized individual and may be verified by AACSB International staff. The Applicant agrees to abide by the Bylaws of AACSB International, a copy of which may be reviewed at the AACSB International [website](#). Specifically, but without limitation, Applicant agrees to the terms under which membership can be cancelled, and that all disputes shall be resolved as specified in Section One of the AACSB International Bylaws.

Signature of the official representative as identified in Section 1, B.

Date

Section 5: Specify Membership Level

Please specify your membership level. To learn about the benefits that correspond to each level, please visit: <https://www.aacsb.edu/membership/business/benefits>

**Non Profit Business Members receive business level access to member benefits*

- Sustaining Business Member 10,000 USD / year
- Executive Business Member 5,000 USD / year
- Business Member 2,500 USD / year
- Associate Business Member 2,500 USD / year
- Non Profit Business Member* 1,000 USD / year

Dues are calculated pro rata according to the following schedule at the time of requesting membership:

- July 01 – September 30 100% of annual rate
- October 01 – December 31 75% of annual rate
- January 01 – March 31 50% of annual rate
- April 01 – June 30 25% of annual rate



Section 6: Payment

Amount paying: _____ USD

I require an invoice in advance to process payment

Please indicate preferred method of payment:

Pay online by credit card: AACSB Staff will contact applicant; DO NOT email credit card information
Individual paying online (only if different than Operational Contact as identified in section 1, E):

Name: _____

Email: _____

Check enclosed

Wire transfer: Date initiated _____

Receipt requested: Receipt will be sent via email after your application has been processed. Payment is required before the membership is activated.

Please check box to acknowledge membership dues are renewable on June 1 each year – invoices are distributed in April/May to the Official Contacts on record. It is the responsibility of the member organization to inform AACSB of changes in contacts and contact information when necessary, and additionally to ensure that AACSB is an approved email sender for receipt of the annual dues renewal invoice. Invoices outstanding beyond the renewal due date are subject to immediate membership cancellation with a 500 USD fee for reinstatement.

Wire Transfer Instructions: Please add 15.00 USD for the bank's wire transfer fee. Please include the name of your organization and indicate initial membership dues.

Wire Transfer: TD Bank, N.A.

300 Delaware Avenue, Wilmington, DE 19801 **(for wires only)**

ABA Routing # 031101266

Account # 4338176468

Swift = NRTHUS33XXX

USA Federal Tax ID # 43-6036286

Beneficiary: AACSB International

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