



## MEMBERSHIP APPLICATION FORM

The **(Name of Institution.....)** would like to apply for membership to SANORD.

We have familiarised ourselves with the SANORD Statutes and the relevant information about SANORD (available on the SANORD portal at [www.sanord.net](http://www.sanord.net) [www.sanord.uwc.ac.za](http://www.sanord.uwc.ac.za)).

We support the values and goals of SANORD, and adhere to all its relevant processes, governance and policies of engagement. We will actively contribute to the development and promotion of the SANORD network.

Annexure 1 provides information about our institution and SANORD contact persons.

Place: .....  Date: .....	Institutional Stamp
..... Name of Head of Institution (print).  Signature: .....	..... Name of Contact Person (print)  Signature: .....

## **1. Membership selection criteria**

Institutions of higher education, research or academic networks in the Southern African and Nordic regions as defined in Article 1 of the SANORD Statutes, may apply for membership of the Centre. Any Higher Education institution wishing to join SANORD should comply with the following:

- a) The new potential member (inclusive of its institutional leadership, academics, researchers, scientists and administrators) should demonstrate an active scholarly and professional engagement with SANORD members
- b) The new potential member must submit information about:
  1. its research activities and priority areas
  2. its current bi- and/or multilateral collaborations with Southern African and Nordic higher education institutions
  3. its current links to donor agencies in higher education and research.  
(See Annexure 1, section B)
- c) The new potential member must submit a letter of motivation for joining SANORD and outline its commitment. (See Annexure 1, section C)

## **2. Application Process**

a. New membership applications are sent to and received by the SANORD Central Office (SCO).

b. All new applications are sent to the Nominations Committee comprising (4 members from the Nordic region and 4 members from the Southern African region) for perusal and consideration.

c. All the recommendations are sent to the Coordinator of the Nominations Committee to be summarised and directed to the Board for further consideration. The Board meets 4 times a year, usually during the months of March, June, September and December. Members are informed of their membership application once the Board has made a final decision.

## **3. Membership fees**

The current membership fees are as follow:

- **EUR 4500 – Nordic institutions**
- **R30 000 – Southern African institutions**

## Annexure 1: Information on the applicant's institution

### A: Contact information

<b>Institution</b>	
Name	
Postal address	
Email	
Telephone	
Telefax	
Web-site	
<b>Head of institution</b>	
Name	
Title	
Position	
Email	
Telephone (w)	
Telephone (m)	
<b>Institutional Deputy</b>	
Name	
Title	
Position	
Email	
Telephone (w)	
Telephone (m)	
<b>SANORD Contact Person at your University</b>	
Name	
Title	
Position	
Email	
Telephone (w)	
Telephone (m)	
<b>Web-editor for SANORD matters (if other than above)</b>	
Name	
Title	
Position	
Email	
Telephone (w)	
Telephone (m)	

## B: Institutional involvement in research and academic cooperation

<b>Institutional research specialisations – priority areas</b> (add as desired)	
1	
2	
3	
<b>Current bilateral or multilateral cooperation with <u>Southern African</u> institutions in higher education, research or academic networking</b> (add as desired)	
1	
2	
3	
<b>Current bilateral or multilateral cooperation with <u>Nordic</u> institutions in higher education, research or academic networking</b> (add as desired)	
1	
2	
3	
<b>Current links with donors in higher education and research</b> (add as desired)	
1	
2	
3	
<b>Any other comments or information</b> (optional)	
1	
2	
3	

### Check list:

1. Signed membership application form with institutional stamp
2. Letter of motivation and commitment
3. All relevant information as requested in Annexure1A and 1B
4. Institutional logos in JPEG format high resolution

### The complete application form in hard copy format can be mailed to:

SANORD Central Office  
Attention: Maureen Davis  
University of the Western Cape  
Private Bag X17  
Bellville, 7535  
SOUTH AFRICA

Please email the signed document to [ubawa@uwc.ac.za](mailto:ubawa@uwc.ac.za) and a copy to Maureen Davis, Administrator to ([mdavis@uwc.ac.za](mailto:mdavis@uwc.ac.za)).

**Last updated 14 November 2018**

## C. Letter of Commitment

### On your Institution's letterhead

The SANORD Secretariat  
Mr Umesh Bawa  
Private Bag X17  
Bellville  
7535

Date:

Dear Mr Bawa

### Re: Membership Commitment to SANORD mission and values

By joining the Southern African-Nordic Centre (SANORD), [type the name of the applying Institution] recognizes and fully endorses the commitment of SANORD to uphold and advance its mission and values. We acknowledge the deep relationships of trust which have developed between the regions over many years, and on shared fundamental values of democracy, social equity and academic engagement.

We note that SANORD does not aim to supplant our current relationships but to augment them in new ways. It is a higher education institution initiative for regional cooperation. New challenges and imperatives require new approaches and more concerted action to gain the most from limited resources and to secure sustainability. The SANORD's distinctive value is felt in such a context. It works on shared areas of concern, generally within a longer timeframe than the projects in bilateral.

I, the undersigned, as the representative of [the applying Institution], agrees:

- To help strengthen the organization by indicating a willingness to serve on SANORD governance structures (Board, sub-committees of the Board) when nominated.
- To share among my institution's academic, administrative staff and students the values and principles of SANORD
- To send at least one representative from the institutional leadership (or a designated person) to the SANORD annual Council meeting (AGM) and the annual SANORD International conferences.
- To host at least one internal academic event to promote our SANORD academic activities on campus
- To share information with the Central Office

Yours sincerely,

[Name and Signature of Head of Institution]