

**MEMBERSHIP  
POLICIES**

**UCA**

**unitedchicks  
association**



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# MEMBERSHIP ELIGIBILITY AND ENROLMENT POLICY

## 1. PURPOSE

The purpose of this policy is to define the eligibility criteria and the enrolment process for members of the United Chicks Association (UCA). This policy ensures that membership is accessible to those who meet the criteria and outlines the steps required to become a member.

## 2. GUIDELINES

### 2.1. Eligibility Criteria

- **Target Audience:** Membership is open to female entrepreneurs, start-ups, and small business owners who are committed to the mission and vision of UCA.
- **Business Stage:** Members can be at any stage of their business journey, from initial start-up to established small businesses.
- **Geographical Scope:** While UCA primarily serves individuals within South Africa, female entrepreneurs from other regions may also apply, provided they adhere to UCA's guidelines and objectives.

### 2.2 Enrolment Process

- **Enrolment Form:** Interested applicants must complete an official UCA enrollment form. The form will require detailed information about the applicant, including personal details, business information, and reasons for joining UCA.
- **Membership Fee:** Applicants must pay a membership fee at the time of enrollment. The fee amount will be determined by the board and communicated to all prospective members.
- **Payment Methods:** Membership fees can be paid via bank transfer, credit/debit card, or other approved payment methods as specified by UCA.
- **Non-Refundable Fees:** Membership fees are non-refundable, except in exceptional circumstances as determined by the board.

### 2.3 Application Review

- **Review Process:** All enrolment forms will be reviewed by the membership committee to ensure that applicants meet the eligibility criteria.
- **Notification:** Applicants will be notified of their membership status within a specified period after submission of the enrolment form and payment of the membership fee.

### 2.4 Membership Renewal

- **Annual Renewal:** Membership must be renewed annually. Members will be notified of the renewal process and required to pay the annual membership fee.
- **Update Information:** Members must update their enrolment information during the renewal process to ensure records are accurate and up-to-date.

## 2.5 Membership Benefits

- **Networking Opportunities:** Members will have access to networking events and platforms to connect with other female entrepreneurs and business owners.
- **Marketing Support:** Members can promote their businesses through UCA's marketing channels and receive support from other members.
- **Educational Resources:** Members will have access to workshops, seminars, and other educational resources to help them grow their businesses.
- **Sponsorship Opportunities:** Members may be eligible for sponsorship programs aimed at supporting their business development and educational pursuits.

## 3. CONCLUSION

By adhering to this Membership Eligibility and Enrolment Policy, the United Chicks Association (UCA) aims to create an inclusive and supportive community for female entrepreneurs, start-ups, and small business owners, ensuring a streamlined and transparent process for becoming a valued member of the organisation.

# MEMBERSHIP TERMINATION POLICY

## 1. PURPOSE

The purpose of this Membership Termination Policy is to outline the conditions under which membership in the United Chicks Association (UCA) may be terminated. This policy ensures clarity and fairness in the termination process, maintaining the integrity of UCA's membership community.

## 2. GUIDELINES

### 2.1 Non-Payment of Fees

- **Condition:** Membership may be terminated if a member fails to pay the required membership fees within the specified timeframe.
- **Notification:** Members will receive a notice regarding overdue fees and a grace period to remedy the situation.
- **Final Notice:** If payment is not received within the designated period, membership may be terminated as per the discretion of the board.

### 2.2 Violations of the Code of Conduct

- **Condition:** Membership may be terminated if a member violates the Code of Conduct established by UCA.
- **Reporting:** Violations should be reported to UCA leadership or a designated committee, providing details and supporting evidence of the misconduct.
- **Investigation:** The reported violation will be investigated by the board or a designated committee to determine the appropriate course of action.
- **Disciplinary Actions:** Depending on the severity of the violation, disciplinary actions may include warnings, probation, or immediate termination of membership.

### 2.3 Board Decision

- **Decision-Making Authority:** Termination decisions will be made by the board of directors based on the findings of the investigation and the severity of the circumstances.
- **Finality:** The decision of the board regarding membership termination is final and not subject to appeal within UCA's internal procedures.

## 3. PROCESS

### 3.1 Notice of Termination

- **Notification:** Upon a decision to terminate membership, the affected member will receive written notification specifying the reasons for termination.
- **Effective Date:** The termination will take effect as of the date specified in the notice, allowing for a reasonable transition period if applicable.

### 3.2 Member Rights

- Appeal Process: Members have the right to appeal a termination decision by submitting a written appeal to the board within a specified timeframe.
- Board Review: The board will review the appeal and make a final decision based on the merits of the case and any additional information provided.
- Outcome: The board's decision following the appeal process will be communicated to the member in writing and will be final.

## 4. ACKNOWLEDGMENT

By becoming a member of UCA, individuals acknowledge their understanding of and agreement to abide by this Membership Termination Policy. Members understand that failure to comply with UCA's policies and guidelines may result in termination of membership, as determined by the board.

## 5. CONCLUSION

This Membership Termination Policy ensures transparency and fairness in managing membership terminations within the United Chicks Association (UCA), supporting a respectful and compliant membership community aligned with UCA's mission and values.

