

## CIROS Membership Policy

Thank you for considering becoming a member of our association. This policy outlines the terms and conditions for purchasing and renewing memberships with our association. By purchasing a membership, you agree to abide by the terms set forth in this policy.

### 1. Membership Details

- a. Our association offers an **Annual Membership** that is open to students interested in supporting our mission and participating in our activities.
- b. Our association also offers an **Exchange Membership** which last for only 6 months for students who are either at Leiden University on exchange for a semester, or for IRO students who are going on exchange and will only be in The Hague for a semester

### 2. Membership Duration and Renewal

- a. Annual Memberships are valid for one year from the date of purchase.
  - i. Memberships can be renewed automatically on an annual basis by the member re-purchasing the membership.
- b. Exchange Memberships are valid for 6 months from the date of purchase
  - i. They are not renewed automatically and cannot be renewed

### 3. Membership Benefits

- a. Members enjoy exclusive access and discounts to our association's events, workshops, seminars, and networking opportunities.
- b. Members receive updates on association activities, news, and relevant information.
- c. Members with the Annual Membership have the opportunity to actively participate in decision-making processes, such as voting in general assemblies and elections.
- d. Members receive additional discounts at participating Food & Beverage (FnB) partners for the ensuing academic year (for more information, visit the "Partners" page on the CIROS Website)

### 4. Membership Fees

- a. The fee may vary based on the type of membership.
  - i. The Annual Membership fee is 12€.
  - ii. The Exchange Membership fee is 6€.
- b. The association reserves the right to adjust the membership fee pursuant to the Policy Manual, with advance notice provided to all members.

### 5. Membership Transfers

- a. Memberships are non-transferable and non-refundable.

## 6. Cancellation Policy

- a. Once purchased, cancellation of the membership is not required since it will automatically expire at the end of the current membership year.
  - i. Memberships are non-refundable, and ergo cancellation would not lead to any substantive change in status.

## 7. Billing

- a. Memberships are bought on CIROS' official website powered by Wix, and billing goes through Wix's billing services.
- b. Any concerns regarding billing can be communicated to the CIROS Secretary at [info@cirosthague.com](mailto:info@cirosthague.com).

## 8. Communication

- a. All communication regarding membership should be sent to the CIROS Secretary via an email at [info@cirosthague.com](mailto:info@cirosthague.com).
- b. The Secretary will provide confirmation of membership purchase and/or renewal via the contact information provided by the member.

## 9. Privacy and Data Protection

- a. The association will handle all personal information in accordance with its Privacy Policy which can be found on the CIROS website, ensuring that your data is protected and used only for association-related purposes.

## 10. Code of Conduct

- a. By purchasing a membership to CIROS, you agree to abide by the CIROS Code of Conduct which establishes guidelines that outline the expected behaviour and ethical standards for CIROS members.
  - i. This Code of Conduct can be found on the Website as a part of the core documents.
- b. If a member does not abide by the provisions put forward in the Code of Conduct, the CIROS board will examine their behaviour and hold the right to remove the member's membership, with no right for refund.

## 11. Changes to the Policy

- a. The association reserves the right to modify this membership purchase and renewal policy pursuant to the Policy Manual.
- b. Any changes to the policy will be communicated to members through the association's official communication channels.

By purchasing a membership or renewing your existing membership, you acknowledge that you have read, understood, and agreed to the terms outlined in this policy.

For any questions or concerns regarding this policy or your membership, please contact our association's membership support team at [info@cirosthague.com](mailto:info@cirosthague.com).

\*Effective Date: 20/08/2023\*