



INFORMATION & COMMUNICATIONS TECHNOLOGY ASSOCIATION OF ZAMBIA - ICTAZ

NOTES FOR APPLICANTS – ICTAZ MEMBERSHIP

Please read through the notes provided below before proceeding with the filling of the application form. Contact ICTAZ Secretariat should you need further clarification.

1. MEMBERSHIP CATEGORIES:

i. FELLOW MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- BSc or MSc in ICT or related field with a minimum of 10 years working Experience •
Must have contributed to the ICTAZ Association for atleast 2 or more years
 - Has to be recognized by the ICTAZ as contributed to the ICT fraternity
- Should be supported by their employers through a formal confirmation of them working in ICT for a particular period .
- Must be working at either Middle or senior management level.
- Any organisation or stakeholder can request for a person to be admitted as a fellow in the ICTAZ, such a request should come with a justification.

ii. FULL MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- Diploma or HND in ICT or related field with a minimum of 10 years working Experience •
BSc Degree in ICT or related field with 2 or more years working Experience
 - MSc Degree in ICT or related field with 3 or more years of working Experience

iii. ASSOCIATE MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- Diploma or HND in ICT or related field with a minimum of 5 years working Experience • BSc Degree in ICT or related field with a minimum of 2 years of working Experience • Or ICT or Computer related Certification with less than 5 year working Experience

iv. STUDENT MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- Must be registered in an ICT or Computer related program at a recognized institution which is affiliated to the ICTAZ

- Must be a member of the ICTAZ chapter at their institution.

v. LICENTIATE MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- Certificate in ICT or related field
 - Must be working in an ICT or related organisation for atleast 2 years or
- Must be practicing ICT as an individual or as a company
- Or ICT or Computer related certification with less than 5 year working Experience **vi.**

AFFILIATE MEMBERSHIP

- Minimum of Grade 12 or Equivalent
- Working in an ICT or related organisation
- Minimum 1 year working Experience

2. APPLICATION PROCEDURE

- Fill in the Application form. Pay particular attention on each section and provide all the information needed.
- Attach the following documents to your application:
 - Detailed and recent Curriculum Vitae (CV)*
 - Copies of Academic/Professional qualifications certified by a local commissioner of oath*
 - 1 passport size photo*
- If the applicant is a student, a letter of introduction from the school administration or Head of Department is required.
- Once all the required documentation is in order, the applicant is required to submit the application to the ICTAZ secretariat or send then through post using the address given on the application form.
 - Once the documents have been verified by Secretariat, the applicant will be notified through e-mail on the status and possibly be given admission/acceptance letter.
- The ICTAZ reserves the right to withdraw the membership of any individual who goes against the code of conduct and ethics of the Association or should it be found that the documents submitted at the time of application lacked authenticity.
- Processing of applications takes ten working days for straight forward cases i.e. when the form is fully completed and documents submitted are easily verifiable.

viii. Once paid, the membership fees are non-refundable

BANK DETAILS

ABSA BANK ZAMBIA PLC

CHINGOLA BRANCH

ACCOUNT No. 032268749

BENEFICIARY: INFORMATION AND COMMUNICATIONS TECHNOLOGY SOCIETY OF
ZAMBIA

Swift Code: BARCZMLX

Sort Code: 020303