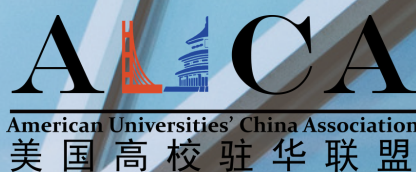


Membership Handbook

American Universities' China Association

May 2020



ABOUT US

The American Universities' China Association (AUCA) is an organization of professionals working in international education. The association is dedicated to promoting educational, academic, and cultural exchanges and partnerships between international higher education institutions and Chinese universities. AUCA encourages networking among professionals, convenes conferences and collaborative dialogues, and promotes research and knowledge creation to strengthen and serve the field. We lead the way in advocating for a better world through international education.

The governing body of AUCA is composed of the Steering Committee, with four working committees underneath it: Student Career Services Committee, Student Recruitment Committee, Alumni Engagement Committee, and Academic Partnership Committee.

MEMBERSHIP OVERVIEW

Membership in AUCA is currently open to representatives of overseas universities in China. Up to April 2020, over 100 representatives from more than 70 U.S. universities have joined AUCA membership.

To be eligible, the applicant must be currently working for an institution of higher education that satisfies one of the following situations:

- 1) The institution has permanent office of university level in China.
- 2) The institution has permanent office of school/department level in China.
- 3) The institution has no permanent office in Mainland China, but has full-time or part-time staff working in China.
- 4) The institution has no permanent office or staff working in China, but has a global officer responsible for China businesses (e.g. student recruitment).

TYPES OF MEMBERSHIP

A representative is eligible for **Premier Membership** if he/she...

- 1) has applied for or renewed the annual membership;
- 2) is verified as a university official representative;
- 3) has paid an annual membership for the current membership year;
- 4) has been approved by the Steering Committee.

A representative is eligible for the **Regular Membership** if he/she...

- 1) has applied for or renewed the annual membership;
- 2) is verified as a university official representative;
- 3) has been approved by the Steering Committee.

Note: the above policy of membership type is effective during the 2020/2021 membership term, beginning on July 1st, 2020, and ends on June 30th, 2021.

MEMBERSHIP FEE

Premier Membership

An annual membership fee for premier membership is **500.00 USD**, including two representatives joining as members and enjoy the benefits under premier membership. An additional membership fee of **300.00 USD** per year is charged for one more representative to join.

Regular membership

No membership fee is charged for regular membership.

Note: the above policy of membership fee is effective during the 2020/2021 membership term, beginning on July 1st, 2020, and ends on June 30th, 2021.

MEMBER BENEFITS

Membership Benefits		Premier Membership	Standard Membership
Professional Development Opportunities	Join AUCA mail list, membership directory, and WeChat group	Yes	Yes
	Join one of the four professional committees (career/recruitment/academic/alumni)	Yes	Yes
	Access to AUCA membership for networking and peer communication	Yes	Yes
	Receive monthly member newsletters and other information sharing	Yes	Yes
	Receive a membership certificate	Yes	Yes
	Free access to semi-annual conference	Yes	No
	Free access to alumni mixer events	Yes	No
	Priority to register for professional development events	Yes	No
	Join career webinars as a participating university	Yes	No
	Priority to register for the career fairs and forums (winter/summer)	Yes	No
Career Services	Register for the career fairs and forums at a discount rate (winter/summer)	Yes	No
	Priority to register for recruitment webinar sessions	Yes	No
Student Recruitment	Priority to register for the recruitment fairs (undergraduate/graduate)	Yes	No
	Register for the recruitment fairs at a discount rate (undergraduate/graduate)	Yes	No
Marketing Services	Free promotion for university programs/events/recruitment information on our platform	Yes	No
	Free job postings on our job board for local staff hirings	Yes	No
Academic Partnership Opportunity	Priority access to cooperation opportunities with local universities	Yes	No

HOW TO APPLY?

STEP 1 APPLICATION

Fill out the application form: <http://aucachina.mikecrm.com/DcsJi11>

STEP 2 PAYMENT

The Steering Committee will review your application. A confirmation email with payment instructions will be sent to you.

STEP 3 APPROVAL

Once we receive your payment and the Steering Committee approves your application, you are eligible to start enjoying your member benefits.

STEP 4 RENEWAL

A reminder to renew your membership will be sent to you before the expiration date.

Note: regular membership has no payment process but is subject to approval.

MEMBERSHIP TERMS

Membership becomes effective only upon approval by the Steering Committee. It is valid for one year beginning on July 1st or with the month it is approved.

Membership term is July 1 through June 30. Membership is renewed annually.

For further information, contact: auca-china@outlook.com.

REFUND / LOGO POLICY

The membership dues are non-refundable. No member is allowed to use AUCA brand/logo to promote their company or for any other purpose without the express written permission of AUCA.

CONTACT US

For further information or inquiries, please send an email to us:
auca-china@outlook.com.

AUCA