



## European College of Veterinary Surgeons

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### ECVS STANDARD OPERATING PROCEDURE:

## Annual Membership Fee

The requirement to pay an annual membership fee is defined in the constitution, [article V, section 4: Membership Fees](#). The requirement to pay a membership fees is independent of a Diplomat's certified or non-certified status; non-certified Diplomates are still required to pay the ECVS membership fee. Diplomates who have attained 65 years of age are not required to pay a membership fee if they are retired and no longer wish to be certified and train Residents. For further details on the retired Diplomat status see Book of Procedures, chapter 6.II. Retired Diplomates.

The membership fees<sup>\*)</sup> and late payment surcharges are set as follows:

	until 31 March	1 April – 30 June	From 1 July
regular fee	€ 450.00	€ 480.00	€ 510.00
1 <sup>st</sup> year Diplomat	€ 112.50	€ 142.50	€ 172.50
2 <sup>nd</sup> year Diplomat	€ 225.00	€ 255.00	€ 285.00
3 <sup>rd</sup> year Diplomat	€ 337.50	€ 367.50	€ 397.50
Veterinary Surgery hard copy	+ € 60.00		
Veterinary Surgery subscription for senior Diplomates	€ 120.00		
ACVS Diplomates accepted in Feb <sup>*)</sup>	€ 337.50	€ 367.50	€ 397.50
ACVS Diplomat accepted in July <sup>*)</sup>	n/a	n/a	€ 225.00
ACVS Diplomat accepted in Sept <sup>*)</sup>	n/a	n/a	n/a

<sup>\*)</sup> applicable in the year of acceptance only; regular fees apply from the second year

The annual membership fee becomes payable on 1 January of each year. All Diplomates will receive a first email reminder at the beginning of January. Diplomates who have not yet paid their dues receive further email reminders during February and March.

Membership fees are considered overdue if not paid by 1<sup>st</sup> April of the year to which they apply. Diplomates who are overdue in paying fees will have to pay a surcharge, as established by the BOR. They receive several more email reminders during the months of April, May and June with their new invoices reflecting the surcharge. The surcharge is doubled for Diplomates who have not paid their fees by 1<sup>st</sup> July. From that date, the non-paying Diplomat will no longer be able to log on to the ECVS website, and a message will appear to contact the office for payment of their due membership. Consequently, these Diplomates will be locked out of all functions that require a personal ECVS access (e.g. submitting abstracts, accessing newsletters, signing up for the Annual Scientific Meeting, recertifying, accessing and signing off Residents' reporting forms in RED) until the due membership is paid.

Several more electronic reminders are sent following the BOR's summer meeting, and – if the fee remains unpaid – a registered letter is sent in October, notifying Diplomates that non-payment of their membership fee and surcharges will result in a vote at the next Annual Business Meeting (ABM) on the suspension of their membership. Suspension implies that a Diplomat cannot benefit of any membership advantages, cannot start training new Residents and that their supervised Resident(s) will be alerted that their programme may be terminated if their Supervisor is expelled from the College.

The reminder emails and registered letter also mention the possibility of voluntary resignation of the membership (see Book of Procedures, chapter 6.VII. Voluntary Resignation from the College).

The names of the Diplomates who have not paid their fees from the previous year and who have not responded to the electronic reminders and registered letter will be reported to the BOR at the February meeting, and further attempts will be made to contact those Diplomates.

The names of the Diplomates who have not paid their fees from the previous (and current) year and who have not responded to the electronic reminders and registered letters will again be reported to the BOR at the July meeting. A majority vote will be held at the BOR meeting on the suspension of these persons' membership, subject to ratification by the general assembly at the ABM.

The Diplomat is informed of the suspension of his/her membership by registered letter. This letter also explains that if the missing membership fees and surcharges are not paid by the next ABM, the Diplomat will be officially expelled from the College subject to majority vote at the BOR meeting and ratification by the general assembly at the ABM. Again, the option of voluntary resignation of the membership is offered.

Suspended Diplomates that have not paid their due membership fees and surcharges by the next ABM and have not accepted the offer of voluntary resignation, shall be officially expelled from the College subject to majority vote at the BOR meeting and ratification by the general assembly at the ABM. Expelled

Diplomates are no longer members of the ECVS. They are not permitted to describe themselves as European Specialists in Veterinary Surgery and their names will be removed from the ECVS members list and the EBVS list. Moreover, they are no longer considered to be an ECVS Diplomat, they should not use or advertise that title and their certificate should not be available for the public to view. Expelled Diplomates will not be allowed to re-enter the College. Only in exceptional circumstances an appeal for leniency can be granted by the BOR. They will be informed of these consequences by registered letter. (See Appendix: Schedule non-payment of membership fees)

## How to pay the ECVS Annual Membership Fee

The payment process for the ECVS Annual Membership Fee is initiated online. Payment can be carried out either via credit card or bank transfer.

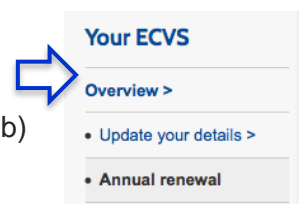
To pay the Annual Membership Fee, please

1. log on to their 'your ECVS'
2. select the 'Annual Renewal' link on the left
3. proceed with the preferred payment method:

a) payment via credit card

or

b) bank transfer




via

**Pay your 2021 annual membership fee online by credit card**

Click the button below to pay online by credit card.

Upon successful payment you will be e-mailed an instant confirmation of your registration at the e-mail address [mattie.mcmaster@glasgow.ac.uk](mailto:mattie.mcmaster@glasgow.ac.uk)



[Pay € 450.00 by credit card >](#)



Follow the instructions on screen.

**Pay by bank transfer or other means**

Click the button below to pay by bank transfer or other means **within 7-10 days**.

You will be e-mailed an instant confirmation of your registration including the bank details below at the e-mail address

**Pay by international bank transfer to:**  
European College of Veterinary Surgeons,  
Union Bank of Switzerland (UBS),  
8050 Zurich-Oerlikon, Switzerland

**BIC/SWIFT:** UBSWCHZH80A  
**Euro € account:** IBAN: CH07 0026 9269 8001 3802 M

To pay by other means, please contact the ECVS Office at the address below.

[Pay by bank transfer or other means >](#)



Clicking this button will trigger an email with the banking details sent to your primary email address. If not received, please also check your spam folder. The credit card payment option still remains available even after selecting this option.

**Further information:**

- If you require an invoice for accounting purposes, please select 'pay by bank transfer or other means'. Your invoice will then be available in the 'Invoices / Receipts' menu in 'your ECVS'.
- The address on the invoice can be changed / amended by the Diplomates themselves, e.g. if it is to be made out to an institutional address or if a VAT number or similar needs to be added. To change the invoicing address, open the invoice ('View Invoice') and click the 'Change >' link next to the current address.
- Once payment has been received, a receipt can be printed from the same menu (section 'Your Payments').

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**Your ECVS**

[Overview >](#)

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## Your Invoices/Receipts

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### Annual Scientific Meeting

No invoices found

### Annual Membership Fees

Year	Date	Amount €	Invoice Ref	View
2020	01 Jan 2020	€ 480.00	amf_WRZKGHKTPXXY	<a href="#">View invoice &gt;</a>
2019	31 May 2019	€ 480.00	amf_MYGKA8VRKHTH	<a href="#">View invoice &gt;</a>
2018	25 Jul 2018	€ 225.00	amf_DC7FT9VVA28P	<a href="#">View invoice &gt;</a>

### Job Adverts

No invoices found

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### Your Payments

Date	Amount €	Type	Method	Ref	View
30 Jun 2020	€ 480.00	Annual Members Fee 2020	Online	12261	<a href="#">View receipt &gt;</a>
31 May 2019	€ 480.00	Annual Members Fee 2019	Online	10796	<a href="#">View receipt &gt;</a>
08 Aug 2018	€ -30.00	Annual Members Fee 2018	Online	9113	<a href="#">View receipt &gt;</a>
31 Jul 2018	€ 255.00	Annual Members Fee 2018	Online	9108	<a href="#">View receipt &gt;</a>

## Appendix: Schedule Non-Payment of ECVS Membership Fees

