

APPLICATION PROCEDURE

To be eligible to apply for Felca membership, only association registered within their country whose role is to advice and counsel students to study overseas at a language school, high school or university may apply.

Application form can be downloaded from www.felca.org or requested from generalsecretary@felca.org

The completed Membership Application Form and requested documents shall be submitted to Felca Office at

Federation of Education and Language Consultant Associations
503/30 K.S.L. Tower, 18th Floor
Sri-Ayudhaya Road, Phayathai
Rajthavee, Bangkok 10400
Thailand

The application will be considered by Felca Committee at the Annual General Meeting in London, the UK. The AGM is held annually around end of August or beginning of September.

On approval, the President shall issue a welcome letter to the successful applicant together with a copy of the Code of Practice for Members. Successful applicants shall send a cheque for one year's Annual Membership Fee within 30 days from receipt of approval letter. Payment detail is as follow;

Account Name: Mrs. Penprapa Vudhivate
Account Number: 052-2-86878-7
Account Type: Saving Account

Bank name: Kasikorn Bank
Branch: Rangnam Road Branch
Swift Code: KASITHBK

Members shall be issued with a Membership Certificate upon payment of Membership Fee.

Unsuccessful applicants shall be notified by the letter from Felca President.

Unsuccessful applicants may submit a request to the President for a review within 30 days from receipt of rejection letter.

Membership fees

Number of representative	Fee (£)
1-20	£500
21-40	£750
41+	£1,000

Note: New member pay only half for the first year