

## **Procedure for application for membership of COTEC by a national association of occupational therapy**

1. The national association should apply in writing to the President of COTEC giving information about occupational therapy in their country including any information there may be about the education of occupational therapists.
2. The application should be accompanied by a copy of the constitution of the national association in the language of the country and in English.
3. The application and constitution will be reviewed by the members of the executive who may request further information if they need it. They will then report to the members of the council.
4. The national association applying for membership will then be requested to attend a meeting of the council and make a presentation concerning the education and professional practice in their country. Members of the council may ask for clarification and / or more information.
5. The council will then vote according to their usual procedure while the representative(s) of the association applying for membership leave the meeting.
6. New members will then be welcomed into the council and given a COTEC pin.

An association, which is interested in becoming a member of COTEC is welcome to attend meetings as an observer. A request should be made to the President of council who will then inform the host association.