



European Veterinary Dental College

Application for EVDC Membership by an AVDC Diplomate

Membership_Application_Letter_AVDC_Diplomate-20120705.docx

I. Formal application for membership

Write a formal letter applying for membership. This should contain the following:

1. Title: "**Application for Membership of the European Veterinary Dental College (EVDC)**".
2. Subtitle: "**Application by an AVDC Diplomate**".
3. Your full name.
4. A list of your veterinary qualifications including dates and where they were obtained.
5. Your current address.
6. The following statements:
 - a. I have read and understand the current EVDC Constitution and Bylaws, and I wish to be considered for membership of the EVDC.
 - b. I agree to abide by the EVDC Constitution and Bylaws if I succeed in becoming a member of the EVDC.
 - c. I have enclosed my credentials, which I declare to be accurate and complete.
 - d. I waive any rights to view the contents of reference letters sent to the EVDC in support of my application for membership.
 - e. I agree to accept EVDC decisions on matters relating to application requirements, and, in the event that I am successful in gaining admission, matters relating to my subsequent membership of the EVDC.
7. Your signature and the date.

II. Supporting information (credentials)

Create a single document with contents as detailed below:

1. Title: "**EVDC Membership Application: Supporting Data: AVDC Diplomate**".
2. Your full name.
3. Date of application.
4. An index of contents.
5. Evidence of payment of the membership application fee.
See www.evdc.info for a list of current fees.
6. A list of people you have asked to supply references.
*References must be requested using the form available on the EVDC web site.
References must be sent to secretary@evdc.org by the person writing the reference.*
7. A passport type photograph.
8. Detailed Curriculum Vitae, including a list of publication in peer-reviewed journals from the last 10 years.
9. A copy of your veterinary degree certificate with an English language translation if it is not written in English.
10. A copy of your current license to practise as a veterinarian with an English language translation if it is not written in English.

11. A letter of good standing from the licensing authority who issued your license to practise. If this has been sent directly to secretary@evdc.org by the authority, then this should be stated.
12. A copy of your AVDC Diploma.
13. A letter of good standing from AVDC. If this has been sent directly to secretary@evdc.org by AVDC, then this should be stated.

III. Submission of your application

The two documents described above should be combined into a single PDF file of no more than 4MB in size* and emailed to the College Secretary at secretary@evdc.org. The document will be passed on to the Credentials Committee. Applications for membership are assessed twice a year. *Please see the "dates and deadlines" document on the College web site for submission deadlines.*

Please allow 3 months from the application deadline following submission of your application for assessment of your application. If you have not been informed of the result by that time, please contact the College Secretary.

**Please note that images, including scans of certificates, only need to be of sufficient quality to be clearly legible for on-screen reading. Print quality is not necessary.*