Associate Membership Requirements At-a-Glance

Associate membership is intended for those practioners who do not qualify or choose to become Registered Members, but wish to maintain an ongoing professional relationship with the interior design profession.

Applicants must fulfill the following criteria to meet the requirements for Associate Membership:

Criteria:

❑ Graduation from a two year interior design or architectural technology program that is recognized by Council.

❑ Minimum of 6 years of combined interior design education and work experience.

❑ Ongoing interior design employment.

❑ Professional liability insurance coverage.

❑ Ongoing continuing education and participation in IDCEC program.

❑ Payment of annual dues.

Application Requirements:

The following items must be attached to an application form:

❑ Post-secondary educational transcripts; to be forwarded directly from the educational institute. Applicant to make arrangement for institute to forward hard copies to the IDA office. Applicant may attach temporary copy to application.

This requirement is waived for applicants who are current Provisional IDA members.

❑ Completed logbook or work history; required from all applicants regardless of years of experience. A copy of the format is available through the IDA office.

❑ 2 letters of recommendation from supervisors who can verify the applicants experience and who are registered members of an interior design or architectural association.

❑ Copy of certificates verifying completion of examinations prescribed by Council.

❑ Fulfillment of all continuing education requirements during Provisional Membership.

❑ Proof of liability insurance form or certificate.

❑ Application fee.

So as to not delay activation of membership, individuals who are not IDA members and who are applying for Associate membership may be admitted as Provisional Members until such time that the IDA is able to verify that their credentials meet the requirements for Associate Membership.