Council for Standards in Human Service Education

3337 Duke Street, Alexandria, VA 22314-5219
571-257-3959
https://cshse.org

Application for Membership

Thank you for your interest in a membership with the Council for Standards in Human Services Education. The Council is committed to improving the quality, consistency, and relevance of human service education programs and assuring best practices in Human Service Education through evidence-based standards and a peer-review accreditation process. Your membership provides the opportunity to join us in our work.

Programs can become members without being accredited. In fact, many programs are members for several years before becoming accredited. To be accredited, programs must maintain current membership in the Council. Accredited programs must maintain current membership as a condition of accreditation.

Membership is paid on an annual basis concurrent with the academic fiscal year, July 1 through June 30.
- ASCENT mails invoices on April 1 and payment is due no later than July 15.
- If payment has not been received by September 15, a second billing is sent with a $25.00 late charge.
- If the annual dues and late fees are not received by October 31, a reinstatement fee of $75 will also be charged.
- If the annual dues and late charges are not received by December 31, a letter is sent advising the Program that membership has lapsed.
- Current membership must be maintained as a condition of accreditation.
- If membership lapses for non-payment, accredited programs are notified by mail that the accreditation has lapsed.
- If payment for annual dues and late charges are not received by December 31, accredited programs will lose their accreditation as well as their membership and be required to reapply as an initial accreditation

There are specific considerations when applying for membership:

- There is one membership per institution. Effective July 1, 2022, membership fees will be based on the highest degree human service program level that can be earned at the institution:
    - Associate degree- $550; Baccalaureate degree-$650; Master's degree-$750
- Mail the completed membership application form with the membership fee made payable to the Council for Standards in Human Service Education or CSHSE, Federal ID # 36-3706899, to the address above.
- Payment can also be processed online with a credit card.
- If an invoice is required by the institution's business office, contact CSHSE at 571-257-3959.

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APPLICATION FOR CSHSE MEMBERSHIP

Please print or type the information on the following pages so it will appear correctly on the membership roster and the CSHSE website. You are advised to check the CSHSE website membership page often to make certain contact information and links to your program(s) are correct.

Date of Application	
Initial or Renewal	
Institution Information	
Institution	
Address	
Phone number	
Fax number	
Email address	
Program Information	
Program Name	
Program Department	
Degree Level (Associate, Baccalaureate, Master's, Doctorate)	
Multiple Sites *Is the program offered at multiple sites? If yes, identify the name and location of each site. [Note: CSHSE considers a site to be a location where the student can complete the entire program curriculum. Offering a few courses at a location is not considered a site.]*	
Name and Location	
Name and Location	

Name and Location	
Program Contact (Chair/Director/Coordinator)	*Note: Council business communication, publications and other correspondence will be addressed and sent to this person.*
Name and Title	
Phone	
Fax number	
Email address	
Address (if different than above)	
Business Office Contact	
Name and title	
Phone	
Fax number	
Email address	
Address (if different than above)	
Websites	*Note: Links that are provided will be included on the CSHSE website If these URL addresses change, please notify CSHSE.*
Website link of institution	
Website link of program	
CSHSE Website Create User Log-in	Note: *Some pages on the CSHSE website will be password protected and accessible to only CSHSE members. There is only one log-in/password per institution. Select an email and create a password for your institution. It is the responsibility of the program contact representative to share newsletters and publications with program faculty and staff.*
User Name: Email	
Password	