



# Request for Dues Adjustment

Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_

Local Society: \_\_\_\_\_ CA License #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

## REQUEST FOR DUES ADJUSTMENT: COA, Local Society and AOA Dues

Has member received a dues waiver previously?  Yes  No

If "Yes" provide dates, duration and amounts: \_\_\_\_\_

- Waiver requests due to medical illness will be granted for 50% of the current calendar year
- Waiver requests due to financial hardship will be granted for 25% of the current calendar year
- Waiver requests due to parental leave will be granted for 50% of six months (prorated as 25% of the current calendar year)
- Waiver requests for an extension of parental leave will be granted for an additional 50% of six months (prorated as 25% of the current calendar year)

## DUES ADJUSTMENT GUIDELINES

- "Calendar year" means January through December.
- A member may have no more than two dues waivers for financial hardship within a five-year period.
- All requests for dues adjustments must be received within the same calendar year in which the situation(s) occurred; requests for parental leave must be received within one month of the child's birth, adoption or foster care placement.
- "Parental leave" applies to any member who takes time off work to deliver and/or bond with a new child or a child in connection with adoption or foster care placement. Any member is eligible for "extension of parental leave" who takes time off work due to a serious pregnancy-related medical condition or serious health condition of the new, adopted or foster child
- A member, who becomes permanently disabled and is unable to practice or teach, may change their member type to "Retired" if the waiver includes a letter from the member's physician stating disabled status.
- The COA Legislative Fund will *not* be included in any waived amount. Members are still responsible for the full \$192 per calendar year.
- A member must be current on their dues or "in good standing" to be eligible to submit a dues waiver.
- A member must continue to pay their dues until waiver is processed to avoid suspension.

Please provide an explanation for your dues adjustment request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

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