

Reinstatement policy

Membership policy

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Related documents

Code of Professional Ethics	Disciplinary Sanctions policy
AAT Regulations 2021	Insolvency policy
Licensing Regulations	Civil Sanctions policy
Appeals Regulations	CPD policy
Criminal Convictions policy	Membership Criteria policy
Civil Sanctions policy	

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1. Introduction

- 1.1. This policy sets out AAT's reinstatement criteria for each membership type.

2. Scope and applicability

- 2.1. AAT requires its membership to uphold high standards of conduct and professionalism. This promotes public confidence in the accountancy profession. It is in the public interest for AAT to check that *applicants* for membership at any level demonstrate not only technical competence but also their status as a *fit and proper* person to be a *member*. This policy sets out the terms upon which AAT makes such a determination.

3. Terms and definitions

- 3.1. All terms initially given in *italics* are defined in the *AAT Glossary* which supports the entire policy framework.

4. The policy

4.1. Associate, full and fellow membership

- 4.1.1. In order to be reinstated as an associate member, full member or fellow member an applicant must:
- a) must meet AAT's *fit and proper* requirements as set out in the following policies:
 - (i) *Criminal Convictions* policy
 - (ii) *Disciplinary Sanctions* policy
 - (iii) *Insolvency* policy
 - (iv) *Civil Sanctions* policy
 - b) Meet the relevant *CPD* requirement:
 - (i) associate members, full members who are not required to complete the *CPD* programme and fellow members records of *CPD* covering activities undertaken in the 12 months prior to the reinstatement *application*
 - (ii) full members who are required to complete the *CPD* programme must do so as part of the reinstatement process
 - c) must agree to AAT's membership conditions as set out in the Declaration
 - d) pay the prescribed fee.
- 4.1.2. Where an *applicant* is providing *self-employed accountancy services*, their *application* for associate, full or fellow membership will not be accepted until their *licence* application or licence exemption application is provisionally approved in accordance with the *Licensing Regulations*.

4.2. Applicable to all

- 4.2.1. An *application* for reinstatement will be rejected without exception when an *applicant* has resigned from membership during the course of a disciplinary investigation, until such time as five years has elapsed from the date of resignation, at which point an *application* may be considered.
- 4.2.2. Where paragraph 9 above applies, and the period of five years has elapsed, AAT may revisit the circumstances leading up to the *applicant's* resignation and consider this when determining whether the *applicant* is a *fit and proper* person.
- 4.2.3. A *member* applying for reinstatement who has been subject to a *disciplinary sanction* will have their *application* considered with due regard to the disciplinary decision in accordance with the *Disciplinary Sanctions* policy.
- 4.2.4. All *applicants* applying to reinstate their membership at any level must comply with the terms set out in AAT's *Membership policy at all times*.

4.3. Right of appeal

- 4.3.1. *Applicants* have the right to appeal any decisions made under this policy. Appeals will be dealt with in accordance with the *Appeals Regulations*.

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