

Fill in the relevant circle in each table. Bear in mind that in the **CATEGORY** table you may fill in more than one circle. For instance, a person who is **MANAGERIAL** in a **MAINTENANCE** section could fill in both circles. A person who is **SECRETARIAL** in RESEARCH could fill in both circles.

Salary Group 0-2000 2001-4000 4001-6000 6001-8000 8001-10000 10001-12000 12001-14000 14001-16000 16001-18000 18001-20000 20001-22000 22001-24000 24001-26000 26001-28000 28001-30000 30001+

Membership Survey

From time to time the Union may send questionnaires to members in order to gather statistics about the profile of the membership. This enables the national office to supply some information about salary ranges, membership break down by category, break down by type of contract and so on. Often figures like these are useful in branch level consultations or strategic planning. There are often gueries from Government bodies, employer groups and institutional managements for such information.

The national office would like you to take a couple of minutes and complete this questionnaire. This is voluntary on your part but the more members that complete this form, obviously, the better the information and the quality of the database will be.

TYPE OF CONTRACT **CATEGORY**

- O TEMPORARY O MANAGERIAL O PART-TIME PERM O SECRETARIAL
- O PERMANENT O CLERICAL / ADMINISTRATIVE
- FIXED TERM CONT MAINTENANCE
 - O RESEARCH TECHNICAL O ACADEMIC TECHNICAL
 - RESEARCH (academic primary function)
 - ACADEMIC (teaching primary function)
 - GENERAL SERVICES

SECTOR

- UNIVERSITY
- UNIVERSITY OF TECHNOLGY
- RESEARCH INSTITUTE
- RELATED INSTITUTION
- FET or OTHER COLLEGE
- PRIVATE INSTITUTION (UNIVERSITY)
- O PRIVATE INSTITUTION (OTHER)

BENEFITS YOU RECEIVE FROM EMPLOYER

- SUBSIDISED PENSION
- SUBSIDISED PROVIDENT
- SUBSIDISED MEDICAL AID
- O BENEFITS PACKAGED AS COST TO EMPLOYER
- SUBSIDISED TUITION FEE (OWN INSTITUTION ONLY)
- O SUBSIDISED TUITION FEE (INCL EXTERNAL INSTITUTIONS)

LEAVE BENEFIT

- O ANNUAL LEAVE DAYS (O LONG LEAVE DAYS (
- O SABBATICAL / STUDY LEAVE DAYS (



National office contact information

National Administrator

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Postal address

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MEMBERSHIP APPLICATION FORM AND PAYROLL DEDUCTION FORM

january 2012

unity in tertiary education

PAYROLL DEDUCTION FORM

THE DIRECTOR: HUMAN RESOURCES

The undersigned staff member has been admited as a member of the National Tertiary Education Union and hereby authorises the Employer to initiate deduction of the following subscription amounts from the relevant salary:

• in respect of the national level subscription payable to the union's national account :

the amount of R; and, where an applicable branch level subscription	has been set :	
the amount of Rto be pa		
MEMBER'S DECLARATION: I agree that this authority also authorises any future change in ither the subscription and / or such other amounts as might be determined and notified from me to time provided that any change has been according to the Constitution of the NTEU.		
undertake, as required by the LRA, to give one month's notice of voluntary termination of nembership of the NTEU. Revocation of this authority will take effect at the beginning of the rst month in which it is practicable to cancel it. At that time the Employer will return this uthority to the NTEU Branch Secretary or the National Secretary.		
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Branch / Branch Section	▼ cut along here	
aculty	ut alo	
Department / Division	▷	
Staff number	Approved by	
O Number	Branch Executive Member (print name)	
Title PROF DR MR MRS REV MS MISS	Branch Executive : Signature	
ast Name	Member's Signature	
irst Name		
nitial 1 Initial 2	Date of signature	

APPLICATION FORM Institution	
Branch / Branch Section	NTFU
Faculty	Office address
Department / Division	Office / room number
Staff number	Building
Id Number	
Title PROF DR MR MRS	Street / P O Box
REV MS MISS	Town / City
Last Name	
First Name	Post Code
Initial 1 Initial 2	Date Employed
Email Address	Date Employed
Tel (office)	Do you normally have computer access?
Fax (office)	YES NO
Tel (home) / Cell Number	Date of signature
Member's Signature	Date of signature
Application submitted to HR Email distribution list updated Membership database updated Electronic database updated SMS database updated Member card requested from HO Application processed by HR Welcome letter issued Card received and sent to member	Resignation submitted to HR Email distribution list updated Membership database updated Remove from electronic database Remove from SMS database Member card returned to HO Resignation processed by HR Other Other