

Institutional Membership Form



The AIB Executive Board approved a tiered membership rate structure for all institutional memberships effective January 1, 2017. Benefits of the new structure include the ability to register an assigned institutional member to attend the AIB annual conference and/or any independently held AIB chapter conference (within the 12-month membership period) and increase your institution's visibility in the AIB community. Institutional members will be recognized for their level of support in the *AIB Newsletter*, AIB website, and the AIB annual conference program.

Choose one of the following levels of membership:

- Platinum Level - USD \$5,000 per year:** Provides up to 10 memberships and 10 conference registrations (AIB annual conference and/or AIB chapter conference) for nominees selected by the institution. Institutions will receive an official certificate from AIB noting "the institution's strong commitment to International Business."
- Gold Level - USD \$3,000 per year:** Provides up to 6 memberships and 6 conference registrations (AIB annual conference and/or AIB chapter conference) for nominees selected by the institution.
- Silver Level - USD \$1,500 per year:** Provides up to 3 AIB memberships and 3 AIB conference registrations (AIB annual conference and/or AIB chapter conference) for nominees selected by the institution.
- Bronze Level - USD \$500 per year:** *Bronze level is not available to countries listed in the World Bank High Income Economy classification.* Provides up to 10 low income or electronic-only level memberships; no conference registrations provided at this level.

Institutional Contact Information

Print or type all contact information clearly

Institution			
Mr./Ms./Dr.	Full Name of Contact Person		
Mailing Address Line 1			
Mailing Address Line 2			
Mailing Address Line 3			
City	State	Postal Code	Country
Telephone	Fax		
Email	VAT Number (if applicable)		

Method of Payment

- Check International Money Order
- Credit/Debit Card (*choose one:*)
- VISA MasterCard
- AMEX Discover

Total Payment

\$

Total amount based on membership level selected

Submit completed form with payment by one of the following methods:

Fax: +1-517-432-1009

Phone: +1-517-432-1452

Mail: Academy of International Business
Michigan State University
Eppley Center
645 Shaw Ln, Rm 7
East Lansing, MI 48824 USA

Credit Card Number

Expiration Date MM/YY Security Code

Name on Card

Signature

Institutional Membership Completion Instructions



Once the first page of this form has been completed, **the administrator listed as the contact will be responsible for designating which members of your institution receive memberships and conference registrations.**

- 1. A membership may be designated for either a faculty member or a student member affiliated with the institution.** Membership nominations can be submitted at the time of renewal submission, or anytime during the 12-month institutional membership period (*you do not have to designate all the members from the start*). Membership is provided for one year for each member.
- 2. A conference registration may be designated to a faculty or student member of your institution.** To register for an event, the designated participant must be a current member of AIB (*either designated as part of the institutional membership or has a current individual/student membership*) through the event dates to register for the event. The event must occur before the institutional membership expiration date.

All requests for conference registrations must be submitted before the conference's registration deadlines. All conference registration requests, including for any AIB chapter events, must be submitted directly to the AIB Secretariat. If an independently held chapter event is requested, the AIB Secretariat will coordinate the registration with the respective chapter. Each designated member may be registered for a maximum of two conference events, with each registration tallied toward the conference registration allotment per level, within the 12-month membership period.

Memberships and conference registrations do not have to be designated for the same individuals, but once designated, they are not transferable. Any individual registering for a conference must have a valid AIB membership that is good through the dates of the event in question.

When you are ready to designate which members of your institution receive memberships and/or conference registrations, **send an email to membership@aib.msu.edu with the following required information about the nominee:**

- First and Last Name
- Title/Position
- Email
- Mailing Address
- City
- State/Region
- Postal Code
- Country
- Phone Number

If you have any questions about the institutional membership, please contact membership@aib.msu.edu or call +1-517-432-1452.

aib.msu.edu/membership