

# Institutional Membership Form



AIB currently a tiered membership rate structure for its institutional memberships. The structure allows institutions 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), increasing your institution's visibility in the AIB community. Institutional members are 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 \$6,000 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 acknowledging *"the institution's strong commitment to International Business."*

**Gold Level - USD \$3,600 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 \$1,800 per year:** Provides up to 3 AIB memberships and 3 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 AIB memberships; no conference registrations provided at this level.

\* Institutions located in the Worldbank Low Income and Lower-Middle Income Economy categories are eligible for a 40 percent discount on the Silver, Gold, and Platinum memberships. This discount does not apply to the Bronze membership.

## 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 along with your payment, using one of the following methods:**

**Online (preferred):**

<https://aib.regfox.com/aib-institutional-membership-form>

**Mail:**

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

**Phone:**

+1-517-432-1452

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](mailto: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](mailto:membership@aib.msu.edu) or call +1-517-432-1452.

[aib.msu.edu/membership](http://aib.msu.edu/membership)