

# Application to become an ACA Accredited Lecturer

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Nominator:

*Must be an ACA Branch or Technical group, course editorial committee or the ACA Centre*

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Title of Courses for Which  
Accreditation is sought

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Name of Proposed Lecturer:

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Organisation:

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Address:

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Phone/Fax:

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E-Mail:

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Date and Place of Birth

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Professional Qualifications

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ACA Member Number

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Indicate any limitations to travel:

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Please provide the following documentation with reference to the stated course content.

- I. CV documenting:
  - a. Work Experience
  - b. Instructor/Educator Experience
  - c. Education Background
  - d. Any other items which should be considered as part of application
  
- II. Two Referees (at least one from a work-related supervisor, past supervisor or client)
  
- III. ACA Lecturer Code of Ethics

## ACA Lecturer Code of Ethics

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As a requisite to my accreditation as a lecturer by the Australasian Corrosion Association, I recognise that the quality of my presentations will reflect on the entire membership of the ACA. For this reason, I agree:

- (1) To give first consideration to the safety, health and welfare of course participants and the public.
- (2) To fulfil all requirements of the course provider and apply myself with diligence and responsibility to the training work I will carry out.
- (3) To make statements and express opinions in an objective and truthful manner and on the basis of my best knowledge.
- (4) To never represent myself to be proficient or to make recommendations in areas of corrosion control work in which I am not qualified by knowledge and experience.
- (5) To avoid and discourage sensational, exaggerated or unwarranted statements in my presentations and written material.
- (6) To treat as confidential my knowledge of the business affairs or technical processes of clients, employers or customers when their interests so require.
- (7) To inform course participants of my business affiliations and any other interests or connections which might influence my presentations, and not to use the presentation as a forum to promote my own business.
- (8) Not to accept from course participants remuneration of any kind, nor other gratuities whose value could cause a question as to whether they may have influenced my presentations, training activities or participant evaluation.
- (9) Not to use the presentation of a course as a forum to deliberately or maliciously injure or seek to injure the reputation or business prospects of others.
- (10) Not use racist, sexist or other language or behaviour which may be construed as discriminatory or harmful to any section of the community.
- (11) To uphold and enhance the honour, integrity and dignity of the Australasian Corrosion Association.

I understand that my failure to comply with these requirements may result in my accreditation as a lecturer by ACA being revoked.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

# REFEREE FORM

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The person named below is applying to become an ACA Accredited Lecturer, and has given your name as a referee to answer questions concerning his/her ability as a lecturer for the course(s) listed below. Would you please comment below.

Name of Lecturer Applicant: \_\_\_\_\_

Course(s): \_\_\_\_\_

Name of Referee: \_\_\_\_\_

1. How long have you known the lecturer applicant (years): \_\_\_\_\_

2. Relationship (check all that apply)

- Professional: I have known the applicant as a co-worker in the same organization.
- Professional: The applicant has been my supervisor.
- Professional: I have had supervisory responsibilities over the applicant.
- Professional: Other (please specify \_\_\_\_\_)
- Client (please specify \_\_\_\_\_)
- Customer (please specify \_\_\_\_\_)
- Personal (please specify \_\_\_\_\_)
- As student of applicant (please specify \_\_\_\_\_)
- Observed as Instructor while not being a student (please specify).
- Other (please describe)

3. Please describe what is your knowledge of the technical capability of the person in the subject matter described (attach additional sheets if necessary):

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I would/would not<sup>1</sup> recommend the applicant as a lecturer for the above course

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Your assistance in completing this form has been greatly appreciated.

*Please return this form to*

**Australasian Corrosion Association, PO Box 112, Kerrimuir, Vic 3129**

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<sup>1</sup> Strike out that which is not applicable.