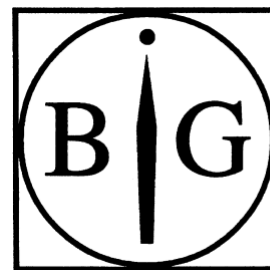


The British Institute of Graphologists

www.britishgraphology.org



The British Institute of Graphologists was founded in October 1983. The instigator of the movement, to establish within Britain an association of graphologists, was Frank Hilliger, certainly one of the leading - if not *the* leading - graphologist in the country at that time.

Together with 114 other graphologists and interested parties, he formed the present Institute and became its first President - a position he held until his death in 1986. The present list of Objects and Aims of the Institute and its Code of Ethics are as originally drafted at the formation stage of the Institute.

OBJECTS AND AIMS

- 1) To act as a learned society.
- 2) To promote and enrich the science of graphology.
- 3) To enhance public understanding and recognition of graphology.
- 4) To develop theory and practice as a method of investigation in its various applications.
- 5) To provide facilities for study by way of tutorial courses, lectures and seminars throughout the UK as may be appropriate.
- 6) To obtain, where possible, grants for research.
- 7) To encourage research into graphology and to give practical assistance to any appropriate organisation, group or individual involved in research.
- 8) To establish the Institute as a professional body organised for the protection of the interests of its members.
- 9) To establish a binding code of ethical behaviour for all members.
- 10) To establish and award a qualifying Diploma in graphological analysis following an examination set by the Institute's own examination board.

MEMBERSHIP

There are three main grades of membership:

1. **Members** (i.e. full membership) - divided into two categories:
 - a) **Elected Members** - those who have been elected by the Institute to full membership. After catering for the initial accreditation, this category is now restricted to established graphologists who meet certain prescribed conditions, and holders of other approved qualifications. This category of membership is open to any person - inside or outside the Institute - who wishes to apply and who can satisfy the Institute's election procedure (details on request).
 - b) **Graduate Members** - only obtainable by passing the Institute's Examination. This category of membership is not open to applications from outside the Institute's current membership.
2. **Affiliate Members** - open to anyone interested in graphology, either at a practical or theoretical level.
3. **Student Members** - open only to genuine students of graphology, who are currently undertaking a course of study in graphology. (This concessionary membership is available for six years, after which Affiliate Membership will be required if the member has not obtained Graduate Membership.)

NB Only Elected and Graduate Members are approved by the Institute to practise commercially.

BENEFITS OF ELECTED & GRADUATE MEMBERSHIP

Elected and Graduate members may also benefit from having details of any graphological services they can offer listed on the B.I.G. List of Teachers, the Directory of Professional Graphologists and on the B.I.G. website on the Internet. Any requests for graphological analysis and teaching opportunities received by the Institute are passed on to Elected and Graduate members as appropriate.

MEMBERSHIP FEES

The membership fees are due on 1st January and cover a calendar year. A reminder is normally sent to all members at the end of December, and if the fee is not paid by 15th February, membership automatically lapses. Any renewal of membership then has to follow the current requirements of application.

The current (2010) fees are:

Elected & Graduate Members -	£60 per annum
Affiliate Members -	£50 per annum
Student Member -	£40 per annum

£5 discount if paid before 20th January 2010. Members with an address outside the UK should add £7.50 to the above rates. For any new member joining after the 30th June, the membership fee is reduced by 50% for the balance of that year only. All fees must be paid in Sterling - no foreign currencies can be accepted.

EXAMINATIONS

The Institute awards a Diploma following successful completion of its Examinations for Graduate Membership. These Examinations usually require three year's study and are in three parts, one part being taken each year. The parts cover basic principles of graphology, psychological theories of personality as applied to graphology and applied graphology. All new students are sent details of the examinations.

MANAGEMENT

The Management of the Institute is in the hands of the Management Committee, consisting of the Chairman, Vice-Chairman, Secretary, Treasurer, Education Officer, Marketing & PR Officer, Research Officer and two nominated members. Secretarial work for the Management Committee is carried out by the Administration Manager.

There are a number of other committees, each of which is chaired by one of the Institute's Officers.

The Officers hold their posts for three years, before requiring re-election. After six years, an Officer must step down for at least a year before being eligible for re-election. Elections for Officers are held at the AGM in December. The financial year for the Institute is from 1st April to 31st March.

CODE OF ETHICS

The Institute is particularly aware of the need to set a high standard of ethical behaviour both in its own performance and that of its members. It has established a formal Code of Ethics which is strictly applied. Any referrals under it are dealt with by the Ethics Committee and, if necessary, disciplinary action taken. All Members are required to sign a statement agreeing to comply with The Institute's Code of Ethics. The Code is quoted below:

As a member of the British Institute of Graphologists it is my duty to apply the universal laws governing the science of graphology and handwriting analysis in the development of my own character, ability and personality, and to utilise my knowledge and expertise to the benefit of fellow human beings and to the advancement and status of the graphological profession.

My conduct, appearance and deportment will at all times and in all places be such as not to bring into disrepute the science of graphology or myself as a practitioner thereof.

My reports, analyses, recommendations, consultations, forms of therapy, whether by way of specially designed handwriting exercises or by positive verbal suggestions, or any other positive form of therapy or prophylaxis must always present the facts tactfully, without bias or censure, but truthfully and with the full intent to be as helpful in the best possible and positive manner for the person or client involved. In each and every instance the utmost care will be exercised to maintain absolute confidentiality.

My actions will be such as to avoid legal liabilities, to be in full co-operation with all graphologists and members of allied professions, to stay within the limits of my qualifications in the use of graphology and related techniques of personality and character analysis, and to maintain fair and proper business practices.

The British Institute of Graphologists

APPLICATION FOR MEMBERSHIP (2010)

This form has been designed to ensure that the Institute has the information necessary to decide on your application. Please complete it carefully and fully in your normal handwriting.

NAME & ADDRESS (capital letters please):

Title: Mr/Mrs/Miss/Ms/Dr/Prof	Date of Birth
First Names	Nationality
Surname	Occupation
Address
.....	Tel (home)
.....	Fax.
Post code.....	E-mail

GRADE OF MEMBERSHIP

Elected Member	£60.00
Graduate Member	£60.00
Affiliate Member	£50.00
Student Member	£40.00 tutor's name (if appropriate)
<i>For addresses outside the U.K., please add £7.50 to the above rates (payment to be in sterling).</i>	
If joining after 30 th June, membership fee is reduced by 50% for the balance of that year.	FEE ENCLOSED £

Please make cheques payable to "The British Institute of Graphologists" however, should you wish to pay electronically:

Bank address: HSBC plc, 44 Upper High Street, Thame, Oxfordshire, OX9 2DW, UK.
 Account number: 71032070
 Sort code: 40-44-51
 Account Name: The British Institute of Graphologists
 IBAN: GB09MIDL40445171032070
 Branch Identifier Code MIDLGB2159J

I apply for the Membership Grade as indicated above. I confirm that, to the best of my knowledge and belief, the information I have given on this form is correct.

I agree to abide by the Institute's Code of Ethics, which I have signed separately, and understand that this Code will be strictly applied.

Signed Date

Please send this completed form and the signed Code of Ethics agreement, together with payment for the appropriate membership grade (plus overseas supplement if applicable) to:

Mrs Susan Ord, BIG Membership Secretary, 4 Boxmoor Close, Chester, CH4 7PL, England
 E-mail: susan.ord@process-notes.co.uk

Please note that the information given on this form will be stored on computer, mainly to facilitate the handling of mailings by the B.I.G. Your details will not be made available to other organisations or individuals, without your permission.

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I (full name)

agree to abide by these obligations.

SIGNATURE Date

Please use the space below to tell us briefly, in your own handwriting, how you first became interested in graphology (continue onto an additional page if necessary).