



NEW ENTRANTS APPLICATION FORM

1. PERSONAL DETAILS

Title: Dr/Mr/Ms/Others (<i>Tick relevant Title</i>)	
Surname: _____ Name (s) : _____	
Gender: Male/Female/Others (<i>Tick the relevant</i>)	Date of Birth: _____
Nationality: _____	ID/Passport Number: _____
Contacts: _____ (Mobile/Office)	
Postal Address: _____	
Residential Address: _____	
Email Adress: _____	
Current Occupation: _____	
Employer _____	
Sign: _____	Date: _____



2. EDUCATION AND TRAINING

Year (s)		Institution & Location	Qualifications	Main area of Study
From	To			

**Start with Highest qualifications*

3. CAREER PATH/EMPLOYMENT HISTORY

Month/Year		Name of Employer	Address of Employer	Position Held
From	To			

** Start with the current/recent Employer*



HUMAN RESOURCES SOCIETY BOTSWANA

'Advancing the future of HR'

72 767 539 / 72 105 319 / 76 671 951

enquiries@hrsociety.co.bw

www.hrsociety.co.bw

NB: Enclose herein with this application the following:

- Curriculum Vitae
- Certified copies of academic certificates
- Certified Copy of national/passport identification

5. MEMBERSHIP CATEGORIES

Membership Category Applied for: _____

***See section 7 to determine your membership category**

6. GUIDE ON PAYMENT & APPLICATION PROCESS

i. Make payment directly to the provided banking details below:

Account Name: **Human Resources Professionals Society – Botswana**

Account Number: **906 000 439 7458**

Bank Name: **Stanbic Bank**

Branch Name: **Fairgrounds**

Branch Code: **064967**

Reference: **Your Name & Surname**

NB: We do not take cash/ewallet or any form of transaction made outside the Societies bank account.

ii. After payment, send the application form, stipulated attachments and proof of payment to enquiries@hrsociety.co.bw



iii. Our application process takes 5 days.

iv. Collection of Certificates of membership is made on **Fridays** only.

v. A member will be duly notified of the collection point once the certificate is ready.

7. MEMBERSHIP CATEGORIES

Category	Years of Experience in HR	Application Fee (New application)	Subscription Fee	Total fees (new member)	Annual Renewal Fee
Graduate Human Resources Practitioner (GHRP)	0 years	50BWP	150BWP	200BWP	150BWP
Associate Human Resources Practitioner (AHRP)	0-3 years	100BWP	400BWP	500BWP	400BWP
Chartered Human Resources Professional (CHRP)	4 – 14 years	100BWP	500BWP	600BWP	500BWP
Fellow Human Resources Professional (FHRP)	15 years & Above	100BWP	600BWP	600BWP	600BWP
Human Resources Academia (CHRA)	0-5 Years	100BWP	400BWP	500BWP	400BWP
Fellow Human Resources Academia (FHRA)	5 Years and above	100BWP	500BWP	600BWP	500BWP



8. FOR OFFICIAL USE

8.1 Have all the required attachments provided: yes/no

8.2 Approval Status

Approved		Pending		Rejected	
-----------------	--	----------------	--	-----------------	--

Remarks _____

8.3 Processing Officer

Name: _____ **Sign:** _____

Position in Society: _____

Date Application Processed: _____