



Australian Council of
Professional Historians
Associations Inc
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By-law No. 1

A By-law to regulate membership of Professional Historians Associations in Australia

The By-law includes all amendments and, having replaced the procedural portions of the 'Guidelines for the use of the National Standard for the Accreditation of Professional Historians in Australia', is consolidated to 16 August 2008.

1. This By-law may be cited as the "Membership of Professional Historians Associations By-law".
2. Each member of a Professional Historians Association (PHA) that belongs to the Australian Council of Professional Historians Associations Inc. (ACPHA) will be accredited under either the *National Standard for the Accreditation of Professional Historians in Australia* or the *National Standard for the Accreditation of Historical Researchers in Australia*. Accreditation under the latter standard is available only to residents of states or territories in which a PHA offers that level of accreditation.
3. Each person seeking admission to the PHA will:
 - (a) submit an application on the prescribed form; and,
 - (b) show that he/she meets all relevant criteria identified in one of the two National Standards; and,
 - (c) read and sign an agreement to abide by the rules, regulations, by-laws and Code of Ethics endorsed by the PHA to which he/she is seeking admission; and,
 - (d) submit, unless an alternate arrangement is approved by the PHA, two written references in which PHA members set down their grounds for believing that the applicant has demonstrated competence in the field of history; and,
 - (e) pay, when directed to do so by the PHA, a joining fee and a membership subscription; and,
 - (f) be entitled to appeal to ACPHA if he/she is dissatisfied with the accreditation decision.
4. The prospective member will submit his/her application to the PHA in the state/territory in which he/she resides or, if that place does not have a PHA, to a PHA in an adjacent state/territory. The prospective member is entitled to submit only one application for accreditation but, if admitted as a member, he/she may, in

- accordance with the conditions set down in Clauses 9, 10 or 11 of this by-law, transfer to another PHA or apply for dual PHA membership.
5. Most applicants for PHA membership will have at least one tertiary qualification in the discipline of history and, in addition to that qualification, will also possess or be working towards the possession of:
 - (a) a well developed knowledge of historical sources and research methods;
 - (b) experience in undertaking historical research under limited supervision;
 - (c) proven skills and experience in analysis and interpreting research material; and,
 - (d) proven skills and experience in preparing written material of a high standard.
 6. A person who is recognised by the profession as a professional historian but does not hold tertiary qualifications identified in the *National Standard for the Accreditation of Professional Historians in Australia* is entitled to submit an Extraordinary Application for accreditation if his/her qualifications and experience appear to be equivalent to those identified in that document. *ACPHA By-law No. 2: Extraordinary Applications for Accreditation* deals with the submission and assessment of Extraordinary Applications.
 7. In most cases, the PHA to which an application for membership is submitted will decide whether the applicant is eligible for accreditation. When an Extraordinary Application is submitted, an ACPHA Selection Committee created under *ACPHA By-law No. 2* will make that decision.
 8. A PHA member, subject to having paid the current year's membership subscription, will be entitled to:
 - (a) cite his/her level of accreditation as a credential; and,
 - (b) display, except where accredited as a Historical Researcher, a certificate issued by the PHA on behalf of ACPHA; and,
 - (c) use the letters MPHA after his/her name if accredited as a Professional Historian; or,
 - (d) use the letters APHA after his/her name if accredited as a Professional Historian (Associate).
 9. A PHA member accredited under the *National Standard for the Accreditation of Professional Historians in Australia* is entitled to transfer to a second PHA or to hold dual PHA membership without undergoing further accreditation if he/she:
 - (a) will be doing so at his/her existing level of accreditation; and,
 - (b) has credentials that meet the current criteria for that level of accreditation; and,
 - (c) has either relocated to the state/territory of the PHA to which he/she wishes to transfer or is practising in the state/territory of the PHA in which he/she wishes to hold dual membership; and,
 - (d) is in good standing as a PHA member; and,
 - (e) is not the subject of an investigation or disciplinary action relevant to a breach of the *ACPHA Code of Ethics and Professional Standards for Professional Historians in Australia*.

10. A PHA member accredited under the *National Standard for the Accreditation of Historical Researchers in Australia* is entitled to transfer from one PHA to another without undergoing further accreditation if he/she:
 - (a) wishes to transfer at his/her existing level of accreditation to another PHA that offers membership to Historical Researchers; and,
 - (b) has credentials that meet the current criteria for that level of accreditation; and,
 - (c) has relocated to the state/territory of the second PHA; and,
 - (d) is in good standing as a PHA member; and,
 - (e) is not the subject of an investigation or disciplinary action.
11. In the event that a PHA ceases to exist, each member who meets the criteria set down in Clause 9 (a), (b), (d), and (e) of this by-law will be entitled to transfer to a PHA in an adjacent state or territory without undergoing further accreditation.

It is noted that this By-law, which was endorsed by ACPHA on 30 March 2003 and amended on 16 August 2008, is subject to periodical review.

Issued by Dr Cathie Clement OAM, ACPHA Accreditation Secretary

17 August 2008