

Appendix A: The South African Society for Cultural History Accreditation code for members

This document is aimed at members of the Society who want to be accredited with regards to their professional work.

1. Overarching requirements

A person applying for accreditation must adhere to the following minimum requirements:

- Must be a paid up member of the Society for two years
- Must have a qualification in Cultural History, History or other related discipline

2. Categories

There will be three levels of accreditation, i.e. Grade I, II and III. Factors taken into account are qualifications, experience and project outputs.

2.1 Grade I

- Doctorate (although a D-degree is a requirement, someone with a D-degree will not necessarily obtain accreditation)
- Proven professional publication record in accredited journals, books or chapters in books
- Research outputs – number and quality
- Project outputs as consultant

2.2 Grade II

- M-degree / Honours
- Publications- not necessarily in accredited journals
- Research outputs – must have completed research projects successfully
- Project outputs as consultant

2.3 Grade III

- B-degree or equivalent technical qualification and / or experience
- Publications – not a requirement
- Research outputs – must have formed part of a research team or have done individual research

3. Responsibility of the Council

The Council of the SASCH appoints a convener as well as members to the accreditation committee at the first meeting after the appointment of the new Council. The term of the accreditation committee concurs with that of the Council.

The Council of the SASCH will serve as the first accreditation committee (but may delegate the duty to members deemed as qualified by the Council), after which only Grade I accredited members may serve on the committee.

4. The Accreditation Committee

The Accreditation Committee will consist of three to five (3-5) members as appointed by the Council of the SASCH. The Council also appoints a convener. This convener will be responsible for receiving applications, submitting them to the Council and keeping a register of accredited members as well as the accompanying correspondence. The committee will operate by means of email.

5. Procedures for accreditation applications

- 5.1 The member submits a CV and a motivation in which is indicated why he / she should be accepted as an accredited member. The motivation should include the Grade for which is applied, the specific field of expertise of the applicant and the explanation in accordance with the requirements (clause 2).
- 5.2 Applications are submitted to the convener of the Accreditation Committee of the SASCH.
- 5.3 The Accreditation Committee makes a recommendation to the Council of the SACHS. The Council ratifies accreditation.
- 5.4 The Accreditation Committee may communicate with the applicants in order to clarify matters pertaining to the applications.
- 5.5 The applicant is informed of the outcome by letter. This letter serves as proof of the person's accreditation.
- 5.6 Accreditation of members for Grade I and II does not expire, but persons hoping to be considered for further grades or more categories may apply any time. The Council reserves the right to withdraw a person's accreditation based on objections submitted by members of the Society. Such a withdrawal will only materialise once an in depth investigation was launched by the Council or designated persons and after the outcome of such an investigation had been submitted to the Council.
- 5.7 The accreditation of members for Grade III is subject to re-evaluation every four years.

6. APPEAL

- 6.1 The applicant may appeal against the result within 60 days after receiving the results. The appeal must be submitted in writing to the Council and be motivated clearly.
- 6.2 The Council may appoint a sub-committee to investigate the appeal. The sub-committee has 60 days in which to complete the investigations.
- 6.3 The sub-committee's report serves at the following Council meeting where a final decision is taken.
- 6.4 The result is communicated in writing to the applicant after which the matter is regarded as closed. The person is however welcome to re-submit his / her application.

7. RESPONSIBILITY OF ACCREDITED MEMBERS

Accredited members of the SASCH under writes and supports the ethical code of the Society.

