



APPLICATION FOR ASSOCIATE MEMBERSHIP

Associate Membership in the Canadian Research Knowledge Network (referred to here as the “Corporation”) is available to applicants that are Canadian not-for-profit degree granting post-secondary institutions, or academic, research, library, archive, heritage, museum and/or gallery-affiliated institutions or organizations with objectives consonant with those of the Corporation.

All Associate Members must submit an application to the CRKN Board of Directors.

Associate Members who intend to participate in the Corporation’s commercial content licensing program must be approved by a vote of the CRKN membership.

Associate Members intending to participate only in the Corporation’s heritage content program are ineligible from accessing the commercial content program and are approved by a vote of the CRKN Board of Directors.

All Associate Members are invited to participate in all CRKN activities, but do not have the right to elect Board members or to vote at meetings of the Corporation except as provided by CRKN By-laws. More information regarding the application process and annual membership fees are available [on the CRKN website](#).

Applicant:

Name of Institution: _____

Participation:

We intend to participate in the Corporation’s heritage content program only.

We intend to participate in the Corporation’s commercial content licensing program.

Contact Information for Primary Member Contact:

This individual is typically a University Librarian, Director or Equivalent and is the primary contact for their institution.

Prefix (Dr., Mr., Mrs., etc.)	First Name	Middle Name or Initial	Last Name
_____	_____	_____	_____
Position	Campus Address (if applicable)		
_____	_____		
Telephone	Street Address		
_____	_____		
Email	City		
_____	_____		
	Province or Territory	Postal Code	
	_____	_____	

Required Information for Associate Members intending to participate in the content licensing program:

Institutions interested in becoming an Associate Member of CRKN and intending to participate in CRKN’s commercial content licensing program are asked to submit the following documentation, along with this application form.

1. A statement of interest that includes how membership in CRKN aligns with the applicant’s institutional and research priorities.
2. Information about the institution’s sources of financing and the size of its operating and library budget.
3. Information about current library holdings and library staff, including who will be responsible for administering CRKN licenses within the applicant’s institution and the institutions’ capacity to administer online licenses.
4. Information about the institution’s technical infrastructure that supports online access to licensed content; for example:
 - a. Are static IP addresses assigned to your institution for on-site or off-site authenticated access?
 - b. Do you use library discovery services including link resolvers?
 - c. Does your site use a firewall for network protection?
 - d. How does the institution authenticate off-site access to online resources?
5. Current enrolment figures (FTE students, both full and part-time).
6. A listing of the number of academic staff, both full and part-time.
7. A report of current dollar value of sponsored research, from all sources.
8. A list of other licensing consortia of which the applicant is a member.

Required Information for Associate Members intending to participate in the heritage content program only:

1. Institutions interested in becoming an Associate Member of CRKN and intending to participate in CRKN’s heritage content program only are asked to submit a statement of interest that includes how membership in CRKN aligns with the applicant’s institutional priorities and recent projects or initiatives related to CRKN’s priorities, along with this application form.

Acknowledgement:

The applicant acknowledges that the By-laws of the Corporation provide that Associate Members will be required to pay membership fees as determined by annual resolution of the CRKN Board of Directors. Additional information, including a copy of the CRKN By-laws, may be obtained by contacting the Corporation.

Application:

The undersigned President/Executive Head, on behalf of the Institution set out above, hereby applies for Associate Membership in the Corporation.

Date

Signature

Name (print)

Position (print)

Please email completed form and additional required information listed above to:

CRKN Board of Directors
c/o Nazia Bundhoo, Executive Assistant
Email: nbundhoo@crkn.ca