



## ELTAF Associated Institutions

**ELTAF** offers **Associated Institution** status, a type of membership for language schools, *Volkshochschulen*, company training departments and other educational and training institutions which employ English language teachers.

While **ELTAF**'s primary function remains the support and development of individual teachers (whom we encourage to become full members), we hope to strengthen cooperation and communication between **ELTAF** and ELT organizations by offering this institutional option.

### Associated Institutions (AIs) receive the following benefits:

- Free access to the regular **ELTAF e-Newsletter**
- Participation of two representatives from the management or teaching staff at the **ELTAF** workshops which are held in Frankfurt/Main about 5-6 times a year at Member rates
- Free, unlimited access to the **ELTAF Jobs Hotline** service; **AIs** may contact the **Hotline** when searching for teachers and their request (location, type of course, etc.) will be passed on to **ELTAF**'s internal e-mail list provided that the pay rate is not less than €25/45 minutes
- A free publicity stand at **ELTAF** conferences and member rates for up to 5 members of staff, who are not **ELTAF** members

The cost of **Associated Institution** status is €110 per year. This covers all of the above benefits for one institution and mailing address. Please note, however, that this type of membership does not entitle institutions to obtain a list of the individual members of **ELTAF** or to vote at the AGM.

To apply to become an **Associated Institution**, please complete the details on the attached form and return it to me at my address below.

If you have any questions about becoming an **Associated Institution**, please do not hesitate to contact me.

Sincerely,

Rhiannon Tan  
Membership Secretary  
**ELTAF e.V.**  
Münstererstr. 25C,  
65719 Hofheim  
Email: [membership@eltaf.de](mailto:membership@eltaf.de)

# Application for ELTAF Associated Institution Status

Please write clearly or type. Complete this page and return it to **ELTAF's** Membership Secretary:  
Rhiannon Tan, Münstererstr. 25C, 65719 Hofheim; Email: [membership@eltaf.de](mailto:membership@eltaf.de)

The current annual Membership Fee for **Associated Institutions** is €110.

Institution: \_\_\_\_\_ (required)

Street: \_\_\_\_\_ (required)

Postcode / City: \_\_\_\_\_ (required)

Telephone: \_\_\_\_\_ (optional)

Email: \_\_\_\_\_ (required)

Name of contact person: \_\_\_\_\_ (required)

Position: \_\_\_\_\_ Signature: \_\_\_\_\_ (required)

## SEPA-Lastschriftmandat / SEPA Direct Debit Authorisation

Wir möchten eine **Associated Institution** vom **ELTAF e.V.** werden und ermächtigen hiermit **ELTAF e.V.** widerruflich, den Jahresbeitrag bei Fälligkeit zu Lasten unseres hierunter angegebenen Kontos durch SEPA Lastschrift einzuziehen. Diese Einzugsermächtigung wird mit unserem Vereinsaustritt unwirksam.

We wish to become an **Associated Institution** of **ELTAF e.V.** and hereby authorize **ELTAF e.V.** to deduct the yearly membership fee from our account (see below). This SEPA direct debit authorisation will become null and void, should we decide to cancel our membership.

IBAN: (required)

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BIC: (required)

Kreditinstitut/Bank: \_\_\_\_\_ (required)

Datum/Date: \_\_\_\_\_ Unterschrift/Signature: \_\_\_\_\_ (required)

ELTAF treats your personal data confidentially and in line with applicable data protection laws. We will not disclose your data to third parties and use it only for administering your membership in accordance with Article 6 General Data Protection Regulation (GDPR) and our Constitution. We will erase data when they are no longer needed.

Your rights: You may access your data and obtain information about them anytime. You also have a right to rectification, erasure, restriction of processing and data portability, as well as a right to object to the processing. The supervisory authority with whom you may lodge a complaint when you believe the processing of your personal data infringes the GDPR is:

Der Hessische Datenschutzbeauftragte, Postfach 3163, 65021 Wiesbaden.

The data controller is: The English Language Teachers' Association Frankfurt/Rhine-Main-Neckar e.V., c/o Silcherstr. 21, 61440 Oberursel. Please get in touch with us should you have a data protection issue at [contact@eltaf.de](mailto:contact@eltaf.de).