


**MANITOBA ASSOCIATION OF HOME ECONOMISTS**

*An Association of Home Economists Registered under the Laws of Manitoba*  
**Box 582, Station Main, Winnipeg, MB, Canada, R3C 2J3 (204) 885-0718**

**DUES – GENERAL INFORMATION – POLICIES**

| <b>Annual MAHE Dues</b> – membership year is May 1st - April 30th. All memberships expire annually.  | <b>Early Renewal*</b>   | <b>After May 1st *</b> |
|--|---|------------------------|
| <b>Full Dues</b><br>• Persons employed over ten hours per week (all classes except Student)  | \$180.00  | \$195.00               |
| <b>Reduced Dues</b><br>• Persons employed for ten or fewer hours per week/on leave/no longer working or new graduates in the first year of graduation (all classes except Student) | \$110.00  | \$125.00               |
| <b>Student Dues</b><br>• Undergraduate and graduate students currently enrolled (see Membership Classes – below)   | Free  | Free                   |
| <b>Add on: International Federation for Home Economics (IFHE) membership for the 2023 calendar year.</b> Learn more at <a href="http://www.ifhe.org">www.ifhe.org</a>              | • Regular IFHE membership: \$110.00 + \$5.00 admin/processing fee<br>• Student membership (undergraduate and graduate): \$50.00 + \$2.50 admin/processing fee |                        |

\* **Early Renewal Discount** - Current members **renewing on or before May 1st will receive a discount of \$15.00** on annual dues. Online payment date or postmark (not the date of the cheque) is used to determine date of renewal. MAHE sends out renewal notices to current members well in advance of the April 30th annual expiry date.

**MAHE Dues** shown are effective for the membership year of **May 1, 2023 to April 30, 2024**. Reduced dues are only available members who are working ten or fewer hours per week (including those on parental or medical leave, retired from paid work, etc) and to new graduates in the first year after graduation. Annual dues and current employment status do NOT affect class of membership or professional status. Professional status as defined in the Act, including the right to use the title and designation, is limited to those individuals who are Active Practising members of MAHE in good standing, renewable each year.

**New Membership Applications** – may be submitted and paid at [www.mahe.ca](http://www.mahe.ca); new applications are accepted at any time.

**Prorated MAHE Dues** – Available to **first time paid applicants only** who apply **on or after November 1st annually**. The prorated dues are 50% of the Full or Reduced dues.

**Lapsed Memberships** – If renewal is not completed by **August 31st** membership lapses and the member is removed from the register and roster. Reapplication is required and will be subject to the eligibility criteria for membership at the time. A **Reinstatement fee** of \$30.00 may be assessed in addition to the annual dues.

**Installment Option** – Members may make a written request to MAHE Board of Directors to pay dues in two instalments. This request must be received prior to the deadline for membership renewal. A \$15.00 Administration fee applies.

**NSF Fee** – Cheques returned to MAHE as NSF are assessed a fee of \$25.00.

**MEMBERSHIP CLASSES**

Membership classes outline membership eligibility criteria and professional status provided for in the Act. Annual dues amount and current employment status do **NOT** affect class of membership or professional status. Active Practising (PHEc status) requires annual paid renewal.

1. **Active Practising**
  - a. A person who **holds a degree** in Home Economics/Human Ecology or its equivalent designation from a recognized university, and
  - b. Who maintains professional competence through continuing education and participation in professional activities.
  - c. An active practising member who is employed for ten or less hours per week will qualify for reduced membership dues.
  - d. Members outlined above shall be entitled to vote and shall be eligible to hold elective office.
  - e. The active practising member would hold professional status as provided for under The Professional Home Economist Act including use of the title, Professional Home Economist and the designation, PHEc.
2. **Interim Professional Home Economist (IPHE)**
  - a. A person who has the education qualifications required for an active practising member and is **in the process of completing the professional training program**.
  - b. Upon completion of the IPHE program, the individual can make application for active practising member status.
  - c. IPHE members shall be entitled to vote and to serve on committees but shall not be eligible to hold elective office.
  - d. IPHE members may not use the professional title and designation.
3. **Retired**
  - a. A former active practising member who has **permanently** retired from the practise of home economics and who has been accepted by the Board as a retired member.
  - b. Such members shall be entitled to vote and shall be eligible to hold elective office.
  - c. Retired members may not use the professional title and designation.
4. **Student**
  - a. A person who is in the **process of completing the academic qualifications** required to become an active practising member, and who:
    - b. Is enrolled in an undergraduate program in home economics/human ecology for a minimum of six months, or
    - c. Is enrolled in graduate study in home economics/human ecology for a minimum of six months of the membership year and to maximum of four years.
  - d. Student members may hold appointive office, but are not entitled to vote, nor hold elective office, nor use the professional title and designation.

## 5. Affiliate

- a. An individual or organization who works in or has an interest in and supports the purpose and mission of the Association but does not meet the criteria of the other membership classes.
- b. Affiliate members may attend meetings but are not entitled to hold elective office nor use the professional title and designation.
- c. Affiliate members are entitled to vote, may contribute to any public or private MAHE committee, and must be held accountable to MAHE's Code of Professional Conduct.

**Graduate Students** – Individuals enrolled in graduate study who already hold an undergraduate or master's degree in home economics/human ecology are advised that it is to their advantage to make membership application or renewal in the Active Practising or IPHE classes of membership rather than Student.

**Prospective New Graduates** – Individuals who have not graduated at the time of completing the application or renewal would apply in the Student class of membership. If graduation occurs during the membership year, the graduate should immediately forward the credentials documentation described below and dues to allow admission to MAHE's IPHE/Interim Professional Home Economist program. New graduates in the first year of graduation are eligible for Reduced Dues.

**Credentials** – Applicants to the IPHE or Active Practising classes of membership must provide the following documents:

1. **Education:** A copy of the home economics/human ecology-related field of study degree certificate or transcript and any other degrees. A transcript may be required to evaluate equivalent degrees.
2. **Resume:**
  - a. **Applied Practice Experience** – Brief description of applied practice experience (employment, volunteer)
  - b. **Technical Competence** – If the most recent home economics/human ecology degree was received more than two years prior, provide a brief outline of continuing education/professional updating. These can include conferences, workshops, seminars, courses, etc, with approximate dates and sponsoring organizations. Include events related to employment.
  - c. **Professional Commitment** – Outline current/previous memberships held in any home economics or related organizations such as MHETA. List the organizations and approximate membership dates.
3. **Name change documentation:** Copy of any legal name change documents if your name is different than at the time of graduation.

**Respecting Your Privacy** – MAHE records the information collected on the application/renewal forms to maintain accurate records in compliance with the Professional Home Economists Act. Renewal forms and other documentation are filed in members' individual files and stored safely. A members-only directory is provided online through the MAHE website; members can also choose to have their basic information included in the public directory on the MAHE website. Members who join IFHE will have their membership information forwarded to that organization.

**Receipts** – receipts are issued for dues and fees paid (except for free Student memberships).

**Professional Certificate** – A certificate confirming professional status is issued to all Active Practising members as required by the Act. Active Practising members receive a dated seal to apply to the certificate each year when membership is renewed. A new certificate is provided every five years.

**Transfer of Professional Status from Other Provinces** – Members transferring to MAHE from other provincial home economics/human ecology associations are charged an administration fee of \$25. In some cases, membership fees may be required.

**Completion of Forms for Other Regulators** – Fees are charged for completing verification of registration and licensure or similar forms that are required by other regulators. Fees: current MAHE members \$50; past members \$150. Payment must be submitted with the forms to be completed. The charge covers the administrative costs of completing the forms. Please contact the MAHE office for more information.

**Change of Address of Legal Name** – Notify MAHE immediately of any change. A copy of the applicable legal documentation must accompany name change notification (e.g. marriage or divorce certificate, legal name change).

**Processing Time** – Please allow two to four weeks to complete processing of renewals and applications, including placement on mailing lists for MAHE. If the required documentation is incomplete or payment is incorrect, processing will be delayed.

**INTERNATIONAL FEDERATION FOR HOME ECONOMICS (IFHE)** – The International Federation for Home Economics was founded in 1908 and remains the only organization serving professional home economists at the international level. Organizations and individuals are members. The membership year follows the calendar year and MAHE will forward dues to IFHE on behalf of individuals. The aim of IFHE is to strengthen the home economics profession so that it can act as an advocate for families and a quality of life, which enhances human development throughout the world. **Learn more at [www.ifhe.org](http://www.ifhe.org)**

**CANADIAN HOME ECONOMICS FOUNDATION (CHEF)** - The Canadian Home Economics Foundation supports research and special projects in Home Economics. MAHE endorses the work of this Foundation. **Website:** [www.chef-fcef.ca](http://www.chef-fcef.ca)  
You are invited to make a financial donation to CHEF directly. Make cheques payable to CHEF and mail: CHEF – P.O. Box 2582 Stn Main, Winnipeg, MB, R3C 4B3. Tax receipts will be issued directly by CHEF.

**For further information on MAHE**

[www.mahe.ca](http://www.mahe.ca)  
[mahe@mahe.ca](mailto:mahe@mahe.ca)  
204-885-0718

Karla Fehr, PHEc  
MAHE Registrar