

## Membership Application Process

With respect to TRIUMF membership, a prospective Canadian university must identify their strengths, including technical skills and resources, that they would bring to TRIUMF. Additionally, the member university programs should clearly overlap with those of TRIUMF, and a connection to TRIUMF should be made through a TRIUMF scientist to ensure synergy and coordinated access to TRIUMF's engineering and technical resources.

TRIUMF has identified the following six goals for both TRIUMF and its member universities with respect to membership:

1. Maintain TRIUMF's involvement in the best possible research
2. Align TRIUMF's programs with those of relevant scientific communities
3. Align with the mission statement of TRIUMF
4. Augment the respective universities research programs
5. Maximize TRIUMF's infrastructure role
6. Ensure TRIUMF's research program is relevant and sustainable

### Initiation

The first step in the application process is for the prospective member to send a formal request to the Chair of the TRIUMF Board, c/o TRIUMF Board Secretariat [bog@triumf.ca](mailto:bog@triumf.ca) requesting membership.

This request should be in the form of a letter that addresses how the prospective member would bring strengths to TRIUMF and how their work aligns with the goals listed above. Once received, the prospective member request will be forwarded to the chair of the TRIUMF Science Council for review by the Science Council. Assuming the Science Council recommends admittance, the request would then go the Board's Governance & Human Resources Committee for review, and then to the full TRIUMF Board of Governors before being sent to the TRIUMF Members' Council for final approval. Once approved by the Members' Council, the request would be sent to the President of the National Research Council for final approval.

The following agreements must then be signed in order for the perspective university to become a member of TRIUMF:

- CNSC Financial Security & Access Agreement
- Escrow Agreement
- Fund Contribution GAP Agreement
- Membership Agreement
- Indemnity Agreement

Once these agreements have been reviewed and agreed to by university legal counsel, TRIUMF's legal counsel would send a Joinder agreement to the prospective member university that by signing, the university would then formally become a member of TRIUMF.

Once the formal request for membership has been received by the Board, the process for approval is expected to take from three to six months.

Any questions about this process can be forwarded to: [bog@triumf.ca](mailto:bog@triumf.ca)