

**CENTRAL SURGICAL ASSOCIATION
INSTRUCTIONS FOR MEMBERSHIP APPLICATIONS**

1. **Application Form:** All applications for membership must be submitted online at www.centernalsurg.org. No paper submissions will be accepted.
2. **Eligibility:** To be eligible for membership each candidate must be certified by the American Board of Surgery or equivalent board or a Fellow of the American College of Surgeons. In special circumstances, Council may waive the requirement of certification by the American Board of Surgery or equivalent board or membership in the American College of Surgeons upon recommendation of the Membership Committee by a two-thirds affirmative vote. The applicant must reside in the geographic area of the Central Surgical Association and must show evidence of participation in activities which have a concern for the welfare of patients and the fostering of the advancement of surgical theory and practice. Applicants who have not attained the age of 50 will be considered for Active membership. Those who are 50 years of age or older or who have been elected to membership in the American Surgical Association will be considered for Senior membership.
3. **Sponsor:** The sponsor must be an Active or Senior member of the Central Surgical Association. It is the responsibility of the sponsor to assure that candidates for membership have had sufficient time in their academic or community practice to develop their patient care and scientific skills, as well as to establish significant teaching and administrative responsibilities. Furthermore, in considering candidates for membership, the sponsors should seek those individuals who, if elected to membership, will participate actively in the Association and its meetings.
4. **Endorsers:** The application must be endorsed by two Active or Senior members.
5. **Letters Of Support:** The application form must be supported by a letter written and signed by the sponsor and each of the two endorsers. These must be received in the Secretary's Office by the deadline.

The Membership Advisory Committee relies heavily upon the letter of the sponsor. Factors which are considered by the Committee in its assessment of candidates are listed below. It is essential that the sponsor be specific in the description of the applicant's responsibility and achievements in the areas of assessment. A candidate's assessment may be lowered by a lack of information in the sponsor's letter.

The support letters should specifically address the applicant's career accomplishments with special attention to the following areas:

Administrative Responsibilities

Hospital
University
Regional & National

Teaching Responsibilities

Undergraduate
Graduate
Awards

For applicants who have pursued a career in a community/hospital setting, it is important to comment on the applicant's contribution in this area.

For candidates applying for membership for a second or third time, it is important that the sponsor write a new letter which emphasizes the increased achievements or responsibilities of the candidate since the last application. Submission of the same letter

which accompanied the first application may have a detrimental effect on the candidate's chances of selection.

6. **Curriculum Vitae**: The candidate's curriculum vitae must accompany the application.
7. **Deadline**: The deadline for receipt of applications is August 15, 2010 in order for the application to be reviewed by the Membership Advisory Committee in March and its recommendations presented to the Executive Council for approval. Candidates approved by the Executive Council are proposed for election to membership at the business meeting during the annual meeting.
8. **Submission**: Complete the online membership application, and upload your curriculum vitae and letters of support by the deadline.