MEMBERSHIP REGULATIONS



EAHEA®

European Association for Higher Education Advancement

Document Control

Document	Membership Regulations
Version	4.0
First issued	August 1997
Last updated	November 2026
Document owner	Secretariat of EAHEA
Approving body	Management Board of EAHEA
Review	At least every five years, and whenever a rule that this document relies on changes
Replaces	The earlier membership rules of EAHEA
Related documents	General Provisions; Membership Standards; Principles of Ethics; Code of Ethics; Logo & Emblem Usage Guidelines; Articles of Association
Language	English. The English text is the official version.

Revision History

Version	Date	Description
1.0	August 1997	First edition.
2.0	March 2020	Revised edition.
3.0	April 2024	Revised edition.
4.0	November 2026	Full revision: aligned with the General Provisions, the Commissions Charter and the current services and fees structure of EAHEA.

Regulations for Membership

These Regulations set out the membership categories of EAHEA, how an institution, an organization or a person is admitted, and the rights and obligations of a member. They are read together with the General Provisions, the Membership Standards, the Articles of Association and the membership agreement that the member accepts. Where these Regulations and the Articles of Association differ on the rights of a member, the Articles of Association prevail.

1. Nature of Membership

1.1. Membership is not accreditation: Membership of EAHEA does not mean that the member, its programs, its services or its qualifications are accredited, evaluated, approved or endorsed by EAHEA, or that EAHEA has decided on the quality or the competence of the member. A member that holds no Accreditation Status is not an accredited institution and does not call itself one.

1.2. No other rights: Membership does not give a right to accreditation or to any other service, and does not affect the result of any application. Membership is not a license, an authorization or a recognition by a government, does not give degree-awarding powers and does not guarantee the quality, the outcomes or the recognition of any program or service.

2. Membership Categories

Category	Who may join	Kind of membership
Associate Membership	Institutions and organizations that operate in the field of education, such as universities, educational institutes, vocational institutions, colleges, schools, distance and lifelong learning centers, online course providers and corporations. A certificate of establishment or authorization issued by a government is required (if a company manages the institution, the establishment certificate of the company).	Full membership
Observer Membership	Organizations with an interest in the field of education, such as an association, an agency, a governmental or non-governmental organization, a not-for-profit corporation, a partnership or a cooperative, with a major commitment and interest in evaluation, accreditation and quality assurance in tertiary education. A certificate of establishment or authorization issued by a government is required; an independent organization without one sends a goodwill letter.	Membership without a vote
Affiliate Membership	Individuals who have an interest in the field of education.	Membership without a vote
Accredited Membership	Institutions that hold a valid Full Accreditation or Online Accreditation. The membership is given automatically, has no separate fee and lasts as long as the accreditation lasts.	Full membership

2.1. One category: A member holds only the category that it was admitted to. A change to another category needs a new application, and the fees of the new category apply.

2.2. Associate Membership: Associate Membership suits institutions that are not eligible for Full Accreditation or Online Accreditation, cannot meet the accreditation criteria or do not have the budget for accreditation. It includes the Quality Certification service, which EAHEA opens after the membership is approved.

2.3. Observer Membership: Observer Membership includes the Quality Certification service, which EAHEA opens after the membership is approved.

3. Admission

3.1. Application: The applicant applies online at apply.eahea.org, completes the application for membership (Document 3), accepts the Terms and Agreement, submits the documents that the notice lists (for an institution or an organization: the articles of association, the registration document, an invoice issued to the legal address and the passport or ID of the authorized person; and, for an Associate Member, the Academic / Administrative Personnel Form (Document 5) and the Logo & Emblem Usage Guidelines (Document 10) with the signed declaration; for an individual: the passport or ID, the diploma or degree and the curriculum vitae) and pays the membership fee.

3.2. Contact details: An institution completes the Institutional Contact Declaration & Update Form and the Code of Ethics Declaration. An institution or an organization gives four different email addresses: the general address and those of its authorized person, its primary contact and its financial contact.

3.3. Review and decision: The Secretariat reviews the application against the Membership Standards. EAHEA may ask for further information and documents and may refuse an application, or end or withdraw a membership, if the information is false or incomplete or if the applicant does not meet the conditions. The decision is communicated in writing, with the reasons for a refusal.

3.4. Truth of the documents: The applicant confirms that it meets the conditions of its category, that it is legally established and authorized to carry out its activities under the law of its country, and that all documents are true, complete and genuine. A false, forged or altered document, or a withheld fact, entitles EAHEA to withdraw the membership at any time, without refund.

4. Full Membership and the General Assembly

4.1. Full membership: Associate Membership and Accredited Membership are full memberships of EAHEA. The Management Board decides whether a full member is admitted as a member of the General Assembly. A member that is admitted takes part in the determination of the management of EAHEA, has the right to vote at the General Assembly and has the other rights that the Articles of Association give to its members.

4.2. Other memberships: Observer Membership and Affiliate Membership are not full memberships. They give no vote, no part in the determination of the management and no other right of a member under the Articles of Association.

4.3. Duration: The Associate Member is a full member from the start date of its Membership Certificate until the validity of the membership ends. The Accredited Member is a full member for as long as its accreditation lasts. If the membership or the accreditation is not renewed, or is suspended, revoked or otherwise ends, the full membership ends or is suspended with it, and the member loses the rights of a member from that day.

5. Benefits of Members

5.1. Benefits: While the membership is valid, EAHEA issues the Membership Certificate for the validity period, lists the institution or organization in the Institutional Members Directory with a link to its website, allows the member to use the EAHEA Member Logo under the Logo & Emblem Usage Guidelines, and invoices every payment. EAHEA also offers members its publications, its newsletter, networking and collaboration opportunities, the opportunity to send industry-related articles for the newsletter and the blog at the editorial discretion of EAHEA, discounted prices for its events, and the right to apply for its online courses.

5.2. Conditions: Events, courses and publications are offered as EAHEA organizes and publishes them. EAHEA may change them, and a right to apply for a service is not a right to receive it: the conditions of that service apply. The benefits of Affiliate Membership are those that the page of the category on www.eahea.org states on the date of the application.

6. Obligations of Members

6.1. Information: The member gives accurate and complete information, and keeps its contact details and legal details up to date. It informs EAHEA within thirty (30) days of any material change, including its name, ownership, legal status, address and activities, and of any regulatory or court action against it or the loss or restriction of a license.

6.2. Conduct: The member complies with the Terms and Agreement, the Principles of Ethics, the Code of Ethics and the Logo & Emblem Usage Guidelines. It acts honestly and in a way that supports the reputation of EAHEA and its members.

6.3. Truthful communication: All advertising and recruitment communication of an institution or an organization, in any medium and by any agent or partner, is truthful, verifiable and not misleading, including the claims about price, duration, recognition, rankings, student outcomes and EAHEA membership. It does not sell or promise a qualification without real study and assessment. If it enrolls students, it gives each student a written enrollment agreement, keeps accurate student records and handles complaints and refund requests in a documented and timely way.

6.4. Cooperation: The member answers the questions of EAHEA and provides the requested documents within fifteen (15) days, gives the explanation that EAHEA asks for about a complaint in the time that EAHEA sets, and facilitates the checks of EAHEA. EAHEA may check, with or without prior notice, whether the member complies with these Regulations. A refusal to facilitate a check is a breach.

6.5. Fees: The member pays the annual membership fee when it is due.

7. Validity, Renewal and Changes

7.1. Validity: The membership is valid for the period stated on its Membership Certificate. It is renewed for a further period by paying the annual membership fee on the renewal invoice that EAHEA sends before the end of the validity period. EAHEA reminds the member, but a membership that is not renewed ends and is not valid even if a reminder was not received. A renewal is not made by silence, and no payment is taken automatically.

7.2. Late payment: If the renewal invoice is not paid by the due date in the notice, EAHEA may suspend the membership, and a suspended member has no member rights, including the right to vote at the General Assembly and the use of the Member Logo. If it is still not paid after the further period stated in the notices, EAHEA may revoke the membership. A membership may be reinstated at the discretion of EAHEA on payment of the outstanding fees.

7.3. Major Change and Minor Change: A membership is granted to the member as it was admitted. A Major Change is a change to the name, the legal status, the ownership or control, the legal address or the activities of the member, or to another element on which the admission relied. The member informs EAHEA of a Major Change before it puts the change into practice or, where a law or an authority makes the change, without delay. EAHEA decides whether a change is a Major Change, reviews it again and charges a change fee. Until the review is completed, EAHEA may suspend the membership. A change that does not alter these elements, such as the correction of a typing error or a change of contact details, needs only a notice, without review and without fee.

8. Use of the Membership

8.1. Accurate statements: The member states its membership accurately wherever it is mentioned: the exact category (for example "Associate Member of EAHEA"), the validity dates and a link to the EAHEA verification page. It states that the membership is not an accreditation, and it does not suggest that EAHEA endorses the member, its programs, courses, qualifications, prices or any commercial offer.

8.2. Logo and emblem: The member uses the EAHEA name, the EAHEA Member Logo and the Membership Certificate only while the membership is valid and only as the Logo & Emblem Usage Guidelines allow. The accreditation seal and badges are not part of a membership, and a member does not use them. The member does not alter a certificate, the logo, the emblem or a badge.

8.3. After the end: When the membership ends, or is suspended or revoked, the member stops presenting itself as an EAHEA member, stops every use of the EAHEA name, logo, emblem and badges, and removes them, the certificate and the verification links from its website, social media, advertising and documents within seven (7) days.

9. Suspension, Revocation and Public Notice

9.1. Grounds: The General Provisions apply. EAHEA may suspend or revoke a membership in particular for misleading advertising, misuse of the EAHEA name, logo or certificate, a false or forged document, the sale of qualifications, a breach of the Code of Ethics, failure to inform EAHEA of a change of contact details within the time set, failure to pay fees, and conduct that damages the reputation of EAHEA.

9.2. Complaints: EAHEA may receive and examine any complaint about a member that comes from a third party. EAHEA may ask the member for an oral or written defense or explanation, and according to the seriousness of the complaint it may suspend the membership or revoke it.

9.3. Public notice: EAHEA publishes the suspended or revoked membership of an institution, with a short factual reason, in its public directory for five (5) years from the date of the decision. If the membership is reinstated, the notice is removed.

10. Withdrawal and Reconsideration

10.1. Withdrawal: A member may end its membership by written notice to the Secretariat. The fees that were paid are not refunded.

10.2. Reconsideration: The applicant or the member may ask the Secretariat in writing, giving reasons, to reconsider a decision within thirty (30) days of the notice, as the General Provisions provide.

11. Fees

11.1. Fees: The fees are those of the Service Fees page on the date of the application or of the renewal notice. They are paid in advance for the validity period, are not refundable, including the annual membership fee, the renewal fee and the change fee, also when the member withdraws or the membership is suspended, revoked or ended, except an amount that was paid twice or by mistake.

Contact Us

Phone: +372 634 6234

Email: eahea@eahea.org

Website: www.eahea.org

Address: Tallinn, Estonia

EAHEA®

European Association for Higher Education Advancement