

Instructions to fill out Membership Enrollment Form

1. Leave the dues amounts blank as those will vary depending upon your employment status. However, feel free to fill in voluntary contribution amounts (such as NEA-Fund).
2. **Important:** Please complete form and then print out. Sign & date with a blue or black ink pen. Form must have an ink signature to be accepted. Please do not sign using an electronic signature.

Submitting Membership Enrollment Form

Submit the form by any of the following methods:

- Mail to SOCCCDFA, PO Box 4800, Mission Viejo, CA 92690.
- Use campus mail and send to Loma Hopkins, Membership Chair, at DSPS, Saddleback College.
- Hand deliver to Loma Hopkins or leave in the DSPS drop box outside DSPS, SSC 113 at Saddleback College.
- Use campus mail and send to Kurt Meyer located in the A-200 Social Sciences building, office A243, at Irvine Valley College.
- Hand deliver to Kurt Meyer located in the A-200 Social Sciences building, office A231, at Irvine Valley College.

Questions about the form? Contact Loma Hopkins, Membership Chair, at (949) 582-4779 or email Loma at lhopkins@saddleback.edu. (Please put SOCCCDFA Membership in subject line.)

Membership Year	2	0			-	2	0		
-----------------	---	---	--	--	---	---	---	--	--

PLEASE PRINT USING UPPER CASE ONLY - USE BLACK OR BLUE INK ONLY

Last four digits SS# 			Provide previous or current Individual ID # (From Membership Card) 		
Local Association _____					
Previous District _____					
First Name 		MI 		Last Name 	
Address 				Apt. # 	
City 			State CA		Zip
Home Email 			Home Phone () - 		
Other Email 			Cell Phone () - 		
College _____		Campus _____			
Is this your primary place of employment? <input type="radio"/> Yes <input type="radio"/> No If no, _____					
District/College _____					
Subject 		Position/Job Title 		Date of Hire - - 	
Track (if applicable) 					

A designated portion of CTA dues is normally allocated to the Association for Better Citizenship (CTA/ABC), a bipartisan political fund through which CTA provides financial support for educational issues and CTA-endorsed candidates for local and state offices.

☐ Please fill in if you choose not to allocate a portion of your dues to the CTA/ABC account and want all of your dues to remain in the General Fund.

Membership Category

Please fill in one, see back of form

- ☐ Category 1 (Full-time)
- ☐ Category 4 (Part-time or Hourly)

The following information is optional and a failure to answer it will in no way affect your membership status, rights, or benefits in NEA, CTA, or any of their affiliates.

Ethnicity

- ☐ Multi-Ethnic
- ☐ American Indian/Alaska Native
- ☐ Asian
- ☐ African American
- ☐ Hispanic
- ☐ Caucasian
- ☐ Native Hawaiian/Pacific Islander
- ☐ Other

Gender

- ☐ Female
- ☐ Male

Marital Status

- ☐ Single
- ☐ Married

Registered Voter

- ☐ Yes
- ☐ No

Party Affiliation

- ☐ Democrat
- ☐ Republican
- ☐ Independent
- ☐ Other

ASSOCIATION	AMOUNT
NEA Dues	
CTA Dues*	
LEA Dues	
NEA-Fund** Suggested Amount \$20	
For Office Use Only	
ANNUAL TOTAL	
MONTHLY DEDUCTION	
Pay Method <input type="radio"/> Check <input type="radio"/> Payroll Deduction	

I hereby designate and authorize the CTA/NEA/Chapter to act as my exclusive representative, pursuant to California Gov't. Sections 3540 et. Seq., for the purposes of meeting and negotiating on wages, hours, and other terms and conditions of employment.

You are hereby authorized and directed to deduct the above total sum or prorated sum where applicable in installments, including NEA-Fund**, from regular contract salary warrants due to me. The Chapter, State and/or NEA professional dues portions of said amount may be increased or decreased by any of said organizations without additional authorization from me. The total amount so deducted shall be transmitted to the California Teachers Association or its designated agent and upon remitting the deduction to the California Teachers Association, the school district has fulfilled its entire obligation and will be held harmless with regard thereto by the California Teachers Association. This authorization is to remain in force from year to year until revoked or revised by me in writing. Dues payments are not deductible as charitable contributions for federal income tax purposes. Dues payments (or a portion) may be deductible as a miscellaneous itemized deduction.

*CTA dues includes a \$20 voluntary contribution per year to help fund CTA advocacy efforts and to fund the CTA Foundation for Teaching and Learning which provides scholarships to members and supports teacher-led efforts to improve public schools. To opt out of the voluntary contribution, complete a Voluntary Contribution Election Form. Forms are available on MyCTA at www.cta.org, from your local membership contact or via email at membership@cta.org.

****The National Education Association Fund for Children and Public Education (NEA Fund) collects voluntary contributions from Association members and uses these contributions for political purposes, including, but not limited to, making contributions to and expenditures on behalf of friends of public education who are candidates for federal office. Only U.S. citizens or lawful permanent residents may contribute to The NEA Fund. Contributions to The NEA Fund are voluntary; making a contribution is neither a condition of employment nor membership in the Association, and members have the right to refuse to contribute without suffering any reprisal. Although The NEA Fund requests an annual contribution of \$20, this is only a suggestion. A member may contribute more or less than the suggested amount, or may contribute nothing at all, without it affecting his or her membership status, rights, or benefits in NEA or any of its affiliates.**

Contributions or gifts to The NEA Fund are not deductible as charitable contributions for federal income tax purposes.

Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation, and name of the employer for each individual whose contributions aggregate in excess of \$200 in a calendar year. Federal law prohibits The NEA Fund from receiving donations from persons other than members of NEA and its affiliates, and their immediate families. All donations from persons other than members of NEA and its affiliates, and their immediate families, will be returned forthwith.

X

Association Representative Signature Date

Member Signature _____

Date _____

INSTRUCTIONS: Enrollment forms are for enrolling NEW MEMBERS (Check or P/R Deduction) or changing members' payroll deductions. Member completes enrollment form. Issue member the fourth copy of the form. Checks should be made payable to the local association. Distribute completed forms according to designations at the bottom of each copy. Do not distribute copy if member pays dues by check.

ACTIVE MEMBERSHIP CATEGORIES

Those eligible for membership in more than one school district shall be enrolled in their primary place of employment.

ACTIVE FULL TIME: For those faculty whose teaching assignment is more than 60% of a normal assignment, except for faculty employed as pre-school, head start, child care, adult education, and substitute teachers whose salaries are less than the minimum teacher salary for the district in which they are employed.
(Category 1)

ACTIVE PART-TIME HOURLY: For those adult education and community college employees employed only on a part-time or hourly basis.
(Category 4)

POSITIONS (Higher Ed)			
Adjunct Faculty	ADJF	Instructor	INST
Administrator	ADMN*	Lecturer	LECT
Assoc Professor	ACPR	Professor	PROF
Counselor	COUN	Other	OTHR

* Directly hires, evaluates, transfers, disciplines or dismisses.

SUBJECTS (Higher Ed)							
Area, Ethnic & Cul Stds	AECS	Environmental Studies	ENVS	Law & Legal Studies	LALS	Political Science	POLS
Agriculture	AGRI	Fine & Applied Arts	FAAA	Liberal Arts & Science	LIAS	Psychology	PSYC
Architecture	ARCH	Foreign Lang & Lit	FLLI	Library Science	LBSC	Public Admin & Svcs	PADS
Biological Science	BISC	Forestry	FORE	Marketing	MARK	Religion & Theology	RETH
Business	BUSN	Geography	GEOG	Mathematics	MATH	ROTC	ROTC
Communications	COMM	Health Science	HESC	Medical Science	MEDS	Science Technology	SCTE
Computer & Info Sci	CISC	History	HIST	Military Sci/Tech	MIST	Social Science	SOSC
Criminal Justice	CRJU	Home Economics	HOME	Natural Science	NATS	Visual & Performing Arts	VPAR
Education	EDUC	Humanities	HUMA	Parks & Recreation	PREC	Other	OTHR
Engineering	ENGR	Industrial Arts	INAR	Philosophy	PHIL		
English Lang & Lit	ENLL	Law Enforcement	LAEN	Physical Science	PHSC		