

**Part A -Personal details**

Title	
Forename(s)	
Surname	
Date of birth	
Full postal address (including postcode)	
Email	

**Part B - Course details**

University	
Course type (e.g. BEng, MEng, MSc, PhD) and title	
Year commenced	
Year expected to complete	

Endorsed by academic staff member: ..... (PRINT) ..... (SIGN)

**Part C - Annual subscription**

Students joining the BGA are eligible for a **special introductory subscription rate of £23** covering membership (including a monthly copy of *Ground Engineering* but excluding international society membership) from 1<sup>st</sup> October 2019 until 31<sup>st</sup> December 2020 but no pro rata discounts apply if joining part-way through this period.

The £23 subscription can be paid by cheque, direct debit using the remittance form overleaf, or by card.

**Notes**

- Continuation:** the subscription for any subsequent years of membership (i.e. 2021 onward) will revert to either the standard student rate (currently £43) or the standard individual rate (currently £74), as applicable.
- Eligibility:** this introductory offer is only open to students who are attending university in the UK. It is not available to students who are already BGA members.

**CONTINUED overleaf**

## Application for Concessionary Student Membership in 2020 (cont)

### Part D - Institution of Civil Engineers & Thomas Telford Ltd Privacy Notice

This Privacy Notice has been issued by the Institution of Civil Engineers (ICE) and its wholly owned subsidiary Thomas Telford Limited (TTL), to comply with the General Data Protection Regulation (GDPR), which came into effect on 25th May 2018. The Privacy Notice replaces any Fair Collection Notice issued under the Data Protection Act 1998.

#### Data Controller

The data controller can be contacted as follows:

The Institution of Civil Engineers, One Great George Street, Westminster, London, SW1P 3AA  
Telephone 0207 665 2146; Email: [dataprotection@ice.org.uk](mailto:dataprotection@ice.org.uk)

#### Use, transfer and storage of personal data

We may hold any of the following items of personal information about you:

- Personal details including your name, ICE membership number, gender, date of birth, postal and email addresses and telephone number.
- Employee details.
- ICE membership grade.
- Details of professional journals that you may subscribe to.
- Details of your attendance at ICE events.
- Professional interests.
- Membership of professional committees.
- Details of knowledge products or services purchase from TTL.
- Details of voluntary donations made to the ICE Benevolent Fund, QUEST and/or the R&D fund.

The Institution of Civil Engineers and Thomas Telford Ltd maintain data on all members. We also maintain data on non-members who use our services. This will be used confidentially for normal purposes, including subscription and donation collection, mailing of publications, contract fulfilment when purchasing TTL products and services and notification of conferences and events. Your name and grade will be displayed on our online Members' Directory.

We also use this information to inform you of professional knowledge products that ICE and TTL provide such as training, books, journals and model engineering contracts. If you do not wish to receive such information, please tick the relevant boxes below.

The ICE may share your data with the Engineering Council, universities at which you are studying and your employer if you are on an ICE training scheme.

Overseas members may have their data transferred to International Country representatives for administration of local events in their country of residence. Member data will also be shared with the ICE Benevolent Fund.

Personal data relating to ICE membership may be stored securely in perpetuity for historical purposes. Personal data relating to non-members and/or TTL customers will only be held for as long as needed to fulfil the purpose for which it was collected.

#### Your rights in relation to your data

The purpose of this Privacy Notice is to fulfil your right to be informed about the use of your data. In addition:

- You have the right to access your personal data. If you wish to request copies of your personal data please contact the Data Protection Officer at the address above.
- You have the right to have your data rectified if it is inaccurate or incomplete.
- You have the right to have your personal data deleted or removed if there is no reason for its continued storage and processing.
- You have the right to object to your personal data being processed and to restrict the processing of your personal data in certain circumstances. While processing is restricted, the data controller is permitted to store the personal data to ensure the restriction is respected in future. You will be informed if a restriction on processing is lifted.
- You have the right to lodge a complaint about the data controller with the ICO.

Please note that if you choose to exercise your rights to withhold data or insist on its deletion, then ICE and TTL may not be able to perform their duties in relation to your professional membership or the fulfilment of contracts relating to products and services purchased.

Further details about GDPR and your rights under GDPR can be found at the ICO's website at <https://ico.org.uk>

(i) I do not wish to receive information from ICE/TTL or BGA

(ii) I do not wish to receive 3<sup>rd</sup> party information

If you have any queries regarding data protection, please contact The Data Protection Officer at the Institution of Civil Engineers, One Great George Street, Westminster, London. SW1P 3AA or email [dataprotection@ice.org.uk](mailto:dataprotection@ice.org.uk)

**CONTINUED overleaf**

## 2020 APPLICATION FOR CONCESSIONARY STUDENT MEMBERSHIP (Cont)

### Part E - Your Remittance

Please choose and complete one of the following payment options:

- I wish to pay by credit card (by VISA/MASTERCARD/SWITCH)

Once your application has been processed you will receive a BGA welcome letter from the ICE which will provide you with your BGA membership number. You can then make your payment by Credit Card either via your MyICE account or by calling the ICE Membership Services Team on 020 7665 2227 where your payment will be processed over the telephone.

MyICE is an account that you can set up using your membership number at [www.ice.org.uk/MyICE](http://www.ice.org.uk/MyICE) which will allow you to make your subscription payment, obtain receipts for your payments, process your membership renewal, update your contact information and maintain a record of your attendance at events where online booking has been available.

Please contact the BGA Secretariat on 020 7665 2007 if you have any queries regarding credit card payment or your MyICE account.

- I enclose a cheque payable to the Institution of Civil Engineers for: £ \_\_\_\_\_

- I wish to pay by direct debit

- o Note 1: the Direct Debit facility is only for members with a UK registered bank account as payment can only be taken in sterling.
- o Note 2: if set up after 31 July and before 1 October, payment will not be taken until January of the following year, so please contact the Membership Information Services Team on receipt of your membership number to pay for the balance of your first year's subscription by telephone.

<b>Direct Debit payment</b>	
Instruction to your bank or building society. Please complete this form and return it to the Institution of Civil Engineers, One Great George Street, London SW1P 3XB. UK	
<b>Name and full address of your bank or building society</b>	<b>Name of Account Holder</b>
<b>To The Manager</b>	<b>Account number</b>
<b>Bank/Building Society</b>	<b>Branch sort code</b> -      -
<b>Address</b> ..... ..... .....	<b>Originators identification number</b> <b>991192</b> ..... <b>Your membership number</b> <b>00 /</b> ..... <b>Instruction to your bank or building society.</b>  Please pay the Institution of Civil Engineers Direct Debits from the account detailed on this instruction, subject to the safeguards assured by The Direct Debit Guarantee. I understand that this instruction may remain with the Institution of Civil Engineers and, if so, details will be passed electronically to my Bank/Building Society.
<b>Postcode</b> .....	<b>Signature</b>
	<b>Date</b>
<b>The Direct Debit Guarantee</b> All banks and building societies that take part in the Direct Debit scheme offer the guarantee. The efficiency of the Scheme is monitored by your own Bank or Building Society. If the amount to be paid or the payment dates change the Institution of Civil Engineers will notify you 14 days in advance of your account being debited, or as otherwise agreed. If the Institution of Civil Engineers or your Bank/Building Society makes an error, you are guaranteed a full and immediate refund from your branch of the amount paid. You can cancel a Direct Debit at any time by writing to your bank of Building Society. Please also send a copy of your letter to the Institution of Civil Engineers.	

Please send all three pages of this completed form, together with your remittance if paying by cheque, to The Secretary, BGA at the Institution of Civil Engineers, One Great George Street, London, SW1P 3AA or by e-mail to [bga@ice.org.uk](mailto:bga@ice.org.uk).