

MEMBERSHIP POLICY

International Beauty Professionals Association, Inc.

Effective Date:

03.12.2026

Adopted By:

Board of Directors of International Beauty Professionals Association, Inc.

1. Purpose of this Membership Policy

This Membership Policy establishes the official rules, requirements, membership categories, application procedures, review standards, rights, obligations, benefits, limitations, renewal principles, and membership status conditions applicable to members of **International Beauty Professionals Association, Inc.** (“IBPA” or the “Association”).

This Policy is intended to:

- define the categories of membership in the Association;
- clarify who may apply for membership;
- establish a selective, review-based membership framework;
- define the rights and responsibilities of members;
- set forth the benefits and limitations associated with each membership category;
- ensure consistency between the Association’s website, membership application, review procedures, and governing documents;
- protect the professional integrity, reputation, and mission of the Association.

This Membership Policy shall be interpreted together with the Association’s **Bylaws, Code of Ethics, Standards, Membership Review Procedure, Cancellation & Membership Termination Policy**, and other applicable governing documents and policies.

2. General Principles of Membership

2.1 Voluntary Membership

Membership in IBPA is voluntary.

2.2 Selective Membership

Membership in IBPA is selective and is not automatically granted to all applicants.

2.3 Review-Based Admission

All applications are subject to review by the **Membership Review Board** or another duly authorized reviewing body of the Association.

2.4 Professional and Organizational Fit

Membership may be granted only to individuals or organizations that, in the judgment of the Association, demonstrate professional relevance to the beauty industry, alignment with the mission and values of the Association, and compliance with applicable membership requirements.

2.5 No Automatic Right to Membership

Submission of an application, payment of any fee, or prior professional experience does not create an automatic right to membership.

2.6 Membership in Good Standing

Only members whose membership is active, not suspended or terminated, and compliant with Association requirements shall be considered members in good standing.

3. Membership Categories

The Association recognizes the following official membership categories:

3.1 Specialist Membership

For specialists currently enrolled in beauty-related education, training, or professional preparation programs.

3.2 Professional Membership

For practicing professionals actively engaged in the provision of beauty-related services or related professional activities.

3.3 Trainer / Educator Membership

For educators, trainers, mentors, academies, instructors, and members substantially engaged in beauty education or professional instruction.

3.4 Business Owner Membership

For owners or operators of beauty businesses, including salons, studios, academies, multi-service beauty spaces, and other beauty-related enterprises.

3.5 Brand / Company Membership

For brands, companies, manufacturers, distributors, suppliers, and service providers operating within or serving the beauty industry.

4. Membership Fees

Unless otherwise amended by the Association, the membership fees are as follows:

- **Specialist Membership** — \$49
- **Professional Membership** — \$199
- **Trainer / Educator Membership** — \$399
- **Business Owner Membership** — \$599
- **Brand / Company Membership** — \$1299

The Association reserves the right to change membership fees at any time by action of the Board of Directors or another authorized governing body.

Any updated fee schedule shall apply prospectively unless otherwise expressly stated.

5. Eligibility for Membership

5.1 General Eligibility

An applicant may be eligible for membership if the applicant:

- has a professional, educational, business, or industry-related connection to the beauty industry;
- provides truthful and complete application information;
- meets the applicable criteria for the requested membership category;
- agrees to comply with the Association's governing documents and policies;
- satisfies any additional requirements established by the Membership Review Board or the Board of Directors.

5.2 Minimum Age

Individual applicants must be at least eighteen (18) years of age, unless the Association expressly permits student membership from an applicant below that age in accordance with applicable law and internal rules.

5.3 Supporting Documentation

Applicants may be required to provide documentation demonstrating their qualifications, enrollment, business activity, industry participation, or organizational identity.

Such documentation may include, without limitation:

- diplomas,
- certificates,
- licenses,
- proof of current study,
- portfolio materials,

- website or social media links,
- business registration documentation,
- proof of ownership,
- company materials,
- speaking, teaching, judging, or event records,
- publications,
- professional references,
- or other materials reasonably requested by the Association.

5.4 Additional Information

The Association may request additional information or clarification at any stage of the application or review process.

6. Category-Specific Eligibility

6.1 Specialist Membership Eligibility

Specialist Membership may be granted to an applicant who:

- is at the early stage of their professional journey in the beauty industry, including individuals who are currently studying, recently completed basic training, or are in the process of developing their skills;
- may not yet hold professional licenses or extensive work experience, but demonstrates a clear intention to pursue a career in the beauty industry;
- provides reasonable proof of ongoing education, self-development, or active efforts to enter the profession when requested.

6.2 Professional Membership Eligibility

Professional Membership may be granted to an applicant who:

- is currently practicing or professionally active in the beauty industry;
- demonstrates professional experience, practical involvement, or service-based activity;
- presents a portfolio, profile, credentials, work history, or other proof of professional involvement when requested.

6.3 Trainer / Educator Membership Eligibility

Trainer / Educator Membership may be granted to an applicant who:

- teaches, trains, mentors, instructs, or develops other professionals in the beauty field;
- has relevant educator, trainer, or academy-related experience;
- can provide evidence of teaching, training, course development, academy affiliation, or similar educational engagement.

6.4 Business Owner Membership Eligibility

Business Owner Membership may be granted to an applicant who:

- owns, operates, co-owns, or substantially manages a beauty-related business;
- can demonstrate a legitimate operational connection to a salon, studio, academy, beauty space, or related enterprise;
- provides business-related information or supporting documentation as reasonably requested.

6.5 Brand / Company Membership Eligibility

Brand / Company Membership may be granted to an applicant organization that:

- operates as a brand, company, supplier, distributor, manufacturer, or service provider in the beauty industry;
 - demonstrates legitimate business presence and industry relevance;
 - provides company information, registration materials, website, catalog, brand profile, or other supporting materials when requested.
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7. Selective Membership and Review Standard

7.1 Membership is Selective

IBPA is a selective professional association. Membership is intended for applicants who demonstrate alignment with the Association's professional purpose, mission, standards, and values.

7.2 Review Criteria

In evaluating applications, the Association may consider:

- professional experience;
- years of industry involvement;
- educational background;
- certifications or licenses, where applicable;
- portfolio quality;
- professional achievements;
- industry contributions;
- teaching, leadership, judging, competition, event, publication, or business-related activity;
- professional reputation;
- quality of public professional presentation;
- category fit;
- compliance with ethical expectations;
- consistency with the standards and mission of the Association.

7.3 Category-Based Considerations

Different categories may be reviewed according to different weightings and relevant factors. For example:

- Specialist applicants may be evaluated based on seriousness of study and proof of enrollment;
- Professionals may be evaluated based on active practice and professional profile;
- Trainers / Educators may be evaluated based on teaching activity and educational contribution;
- Business Owners may be evaluated based on real business operations and leadership role;
- Brand / Company applicants may be evaluated based on company legitimacy, industry role, and professional standing.

7.4 No Obligation to Approve

The Association is under no obligation to approve every applicant who submits an application.

8. Application Process

8.1 Submission of Application

An applicant must submit the official membership application form established by the Association, together with all required information and supporting materials.

8.2 Accuracy of Application

All application materials must be truthful, current, complete, and not misleading.

8.3 Review by the Membership Review Board

Applications shall be reviewed by the **Membership Review Board** or other authorized body in accordance with the Membership Review Procedure.

8.4 Requests for Additional Information

If the application is incomplete or if further clarification is needed, the Association may request additional information, documents, or explanation.

8.5 Review Outcome

Following review, the applicant may receive one of the following outcomes:

- approved;
- pending additional information;
- deferred;
- denied.

8.6 Payment After Approval

Unless the Association expressly provides otherwise, payment of the applicable membership fee shall be made only after the application has been approved.

8.7 Activation of Membership

Membership becomes active when:

- the application has been approved,
 - the required fee has been paid,
 - and the applicant has been entered into the Association's membership records.
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9. Rights of Members

Subject to category, good standing, and applicable Association rules, members may have the right to:

- identify themselves as a member of IBPA, subject to truthful and appropriate use;
- receive benefits associated with their membership category;
- access certain educational materials, updates, and communications;
- participate in eligible Association programs, events, and initiatives;
- be considered for listings, recognition, collaboration, participation, contribution, or other opportunities, where applicable;
- submit proposals, suggestions, or professional ideas to the Association;
- participate in approved networking and professional community opportunities;
- appeal certain Association decisions where appeal rights are provided by governing documents or policy;
- voluntarily cancel membership at any time in accordance with the Cancellation & Membership Termination Policy.

Nothing in this Section creates an automatic right to leadership positions, committee service, awards, speaking roles, publication, sponsorship arrangements, or other discretionary opportunities.

10. Obligations of Members

All members must:

- comply with the Association's Bylaws, Code of Ethics, Standards, policies, procedures, and applicable rules;
 - provide truthful and current information to the Association;
 - maintain professional integrity and responsible conduct;
 - use Association membership status accurately and not misleadingly;
 - refrain from conduct materially harmful to the Association;
 - cooperate with legitimate review, inquiry, standards, disciplinary, or administrative processes;
 - pay applicable membership fees when due;
 - update relevant profile or contact information as reasonably required;
 - comply with any category-specific expectations or requirements established by the Association.
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11. Membership Benefits by Category

11.1 Specialist Membership Benefits

A Student Member may be eligible for:

- Specialist Member status within IBPA;
- access to basic educational materials;
- access to selected webinars and student-focused resources;
- access to Association news and updates;
- participation in open or eligible Association activities;
- digital certificate of membership;
- directory listing if offered and permitted by the Association.

11.2 Professional Membership Benefits

A Professional Member may be eligible for:

- Professional Member status within IBPA;
- access to expanded professional resources;
- access to webinars and educational content;
- access to selected educational materials and professional tools;
- participation in eligible Association events;
- priority or preferred registration for certain events where available;
- member directory listing, where applicable;
- digital certificate of membership;
- ability to reference active membership in a truthful and permitted professional manner;
- networking and professional visibility opportunities.

11.3 Trainer / Educator Membership Benefits

A Trainer / Educator Member may be eligible for all Beauty Professional Membership benefits, plus:

- access to educator-focused initiatives;
- access to educational best-practice resources;
- consideration for educational collaboration opportunities;
- consideration for speaker, author, expert, or contributor opportunities where applicable;
- enhanced directory representation where offered;
- additional opportunities for professional recognition in the education category;
- educator-specific visibility and professional positioning opportunities as determined by the Association.

11.4 Business Owner Membership Benefits

A Business Owner Member may be eligible for all Beauty Professional Membership benefits, plus:

- Business Member status within the Association;
- business-oriented resources and guidance where offered;
- enhanced business directory profile where offered;

- participation in owner-focused networking and professional business activities;
- increased visibility in Association business-related initiatives where applicable;
- access to selected materials related to team development, business positioning, client experience, branding, and business processes.

11.5 Brand / Company Membership Benefits

A Brand / Company Member may be eligible for:

- Brand / Company Member status within the Association;
- organization or brand listing in the member directory, if offered;
- visibility opportunities in the Association's professional ecosystem, subject to policy and availability;
- eligibility for certain partnership-oriented, educational, event-based, or media-related discussions, subject to separate approval and policy;
- access to professional audience alignment and networking opportunities;
- digital certificate or membership confirmation for the company;
- other industry visibility opportunities as may be made available by the Association.

11.6 Nature of Benefits

All membership benefits are subject to:

- actual availability,
- category limitations,
- good standing status,
- applicable policy,
- Association discretion,
- and the Association's current programs and operational capacity.

The Association may modify, expand, limit, or discontinue benefits at its discretion, provided such actions are consistent with governing documents and do not unlawfully discriminate among similarly situated members.

12. Comparative Benefit Structure

The Association may publish or maintain comparison tables, summaries, or website descriptions comparing benefits by category.

Such summaries are intended for convenience and marketing clarity, but shall be interpreted consistently with this Membership Policy and other governing documents.

In the event of a discrepancy between a promotional summary and this formal Policy, this Policy shall govern unless otherwise expressly determined by the Board of Directors.

13. Membership Certificates, Badges, and Public Representation

13.1 Certificates

The Association may issue digital or physical membership certificates confirming membership category and status.

13.2 Membership Badges

The Association may issue badges, graphics, or membership marks for authorized use by active members in good standing.

13.3 Limits on Use

Members may not use certificates, badges, logos, or other Association marks in a false, misleading, expired, unauthorized, or deceptive manner.

13.4 Revocation of Use

The right to use membership badges, certificates, or Association membership marks may be suspended or revoked if:

- membership expires,
 - membership is suspended,
 - membership is terminated,
 - the member misuses the Association's name or marks,
 - or the Association otherwise determines such use is inappropriate.
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14. Member Directory

14.1 Directory Participation

The Association may maintain a member directory for visibility, credibility, networking, and professional connection purposes.

14.2 Inclusion in Directory

Inclusion in the member directory may depend on:

- membership category,
- active status,
- member consent,
- completeness of profile information,
- and compliance with Association rules.

14.3 Directory Content

A directory entry may include, where applicable:

- name or company name,
- category of membership,
- specialization,
- state, country, or region,
- short professional description,
- website or social media links,
- member badge or active member status indicator.

14.4 Removal from Directory

The Association may remove or limit a profile from the directory if:

- membership is inactive,
 - the member requests removal,
 - the member's information is incomplete or misleading,
 - disciplinary action has been taken,
 - or other reasonable administrative grounds exist.
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15. Membership Term and Renewal

15.1 Membership Term

Unless otherwise established by the Association, membership shall be valid for the applicable membership period assigned by the Association at the time of approval and activation.

15.2 Renewal Requirement

Continued membership beyond the active term may require renewal, including payment of a renewal fee, confirmation of current information, continued good standing, and continued compliance with Association requirements.

15.3 Renewal Review

The Association may review renewal eligibility and may deny renewal where:

- ethical concerns exist,
- standards have not been met,
- required fees remain unpaid,
- requested information has not been provided,
- the member is no longer category-eligible,
- or continued membership is otherwise inconsistent with the Association's mission, standards, or policies.

15.4 No Automatic Renewal

Renewal is not necessarily automatic unless expressly provided by the Association under a separate renewal system or recurring membership arrangement.

16. Cancellation of Membership

16.1 Voluntary Cancellation

A member may cancel membership at any time:

- through the Member Area on the Association's website, if such feature is available; or
- by sending a written cancellation request to the official Association email.

16.2 Cancellation Processing

The Association shall process membership cancellation within a reasonable administrative timeframe.

16.3 Effect of Cancellation

Upon cancellation:

- membership status may be terminated,
- access to benefits may cease,
- directory listings may be removed,
- and the member may no longer hold themselves out as an active member in good standing.

16.4 Refund Rule

All membership fees are governed by the **Cancellation & Membership Termination Policy**, including the rule that membership fees are non-refundable regardless of when cancellation occurs, unless otherwise expressly stated by the Association.

17. Suspension, Denial, Non-Renewal, and Termination

17.1 Grounds

Membership may be denied, suspended, not renewed, or terminated for reasons including, but not limited to:

- false or misleading application information;
- violation of the Code of Ethics;
- violation of the Standards;
- misuse of membership status;
- conduct materially harmful to the Association;
- nonpayment of applicable fees;
- failure to cooperate with legitimate Association inquiries;
- failure to maintain category eligibility;
- or other good cause consistent with the governing documents.

17.2 Review and Fairness

Where significant adverse membership action is contemplated, the Association shall generally provide notice and an opportunity to respond, consistent with its governing documents and applicable procedures.

17.3 Effect of Adverse Action

If membership is denied, suspended, terminated, or not renewed, the affected individual or organization may lose access to:

- membership benefits,
 - member-only resources,
 - use of the Association's membership designation,
 - directory inclusion,
 - committee participation,
 - event privileges,
 - and other membership-related opportunities.
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18. Transferability

Membership is personal to the individual member or specific entity to which it is granted and may not be transferred, assigned, sublicensed, or shared without express written authorization from the Association.

Where membership is granted to a company or organization, the Association may define the scope of the organization's authorized representative use separately.

19. Membership Records

19.1 Official Records

The Association shall maintain membership records, which may include:

- applicant and member information,
- category,
- status,
- effective date,
- renewal history,
- payment status,
- directory preferences,
- and other administratively relevant data.

19.2 Accuracy of Records

Members are responsible for keeping their contact and profile information reasonably current.

19.3 Authority of Association Records

The Association's official membership records shall govern the determination of current membership status.

20. Public and Website Descriptions

The Association may describe membership categories, benefits, pricing, application procedures, and opportunities on its website, membership forms, promotional materials, and public communications.

Such materials should be interpreted consistently with this Membership Policy and other governing documents.

The Association reserves the right to improve wording, presentation, or communication format without changing the legal substance of this Policy.

21. Relationship to Other Policies

This Membership Policy shall be read together with:

- the Bylaws;
- the Code of Ethics;
- the Standards;
- the Membership Review Procedure;
- the Cancellation & Membership Termination Policy;
- the Conflict of Interest Policy;
- applicable website Terms of Use;
- and all other duly adopted rules and policies of the Association.

In the event of a direct conflict between this Membership Policy and the Bylaws, the Bylaws shall control unless otherwise required by law or expressly stated in a later governing instrument.

22. Amendments

This Membership Policy may be amended by the Board of Directors in accordance with the Association's governing documents.

Any amendment shall become effective on the date stated in the approving resolution unless otherwise specified.

23. Official Language

The official version of this Membership Policy shall be maintained in English. Any translation may be provided for convenience only. In the event of inconsistency, the English version shall control.