These implementation principles for UArctic’s annual membership fee have been approved by UArctic’s President.

1. Since 2014, the following three membership fee categories have been implemented:
   - For members with an annual operating budget of less than EUR 10 million, a fee of EUR 500.00 will apply.
   - For members with an annual operating budget greater than EUR 10 million, but less than EUR 100 million, a fee of EUR 1,000.00 will apply.
   - For members with an annual operating budget greater than EUR 100 million, a fee of EUR 3,000.00 will apply.

2. Members that are a subsidiary entity of a larger institution or organisation (e.g. independent institute, branch campus, faculty, department or unit), the fee calculation will be based on the annual operating budget of the subsidiary entity.

3. All membership fees are to be calculated in the same way for both Arctic and Non-Arctic members.

4. Prior to receiving a fee notice, each member has been asked to update their UArctic membership profile, including the approximate value of their institutions’/organizations’ annual operating budget. If a value has not been provided by a member representative, then it will either be obtained from information in the public domain (web-site, internet, or publication) or established to be in the lowest fee category (i.e. < EUR 10 million).

5. The collection of membership fees is to be practically handled by the UArctic International Secretariat, and for Russian members, with the assistance of the UArctic Research Office at the Northern Arctic Federal University (NArFU); with membership fee notices to be sent from either office.

6. New members are to pay their first membership fee in the year that they become a member of UArctic. For this purpose, in the membership application form, each new member is asked to provide the value of their current annual operating budget. In that first year, new members will receive a 50% fee reduction.

7. Members can choose to pay fees for two years at a time to reduce handling costs.

8. Any member can request the granting of full or partial fee waiver (i.e. payment reduction or full exemption) by submitting a formal request. All members are to be informed of this alternative when initial fee notices are sent.

9. UArctic’s Vice-President Organization, in consultation with the President, shall handle all waiver requests for the full or partial waiving of membership fees, with final endorsement granted by the Board Executive Committee.

10. Members who get their waiver request declined can appeal the decision to the Board.

11. UArctic’s Vice-President Organization shall provide an overview of waiver decisions and annual membership fee reports to the Board.

12. Both the payment of fees and requests for the waiving of fees are regarded as fulfilment of the annual membership fee obligation by members (ref. UArctic Bylaws, clause 2.5 Membership Obligations).

13. The Secretariat shall provide an annual membership fee status report to UArctic’s Membership Committee for its review of membership.

14. Income from the collection of fees will be regarded as unrestricted funds for UArctic and is to be disposed as income in the annual budget prepared by the President and approved by the Board.

15. Capacity to handle the fee will be funded from the annual UArctic budget.

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