

# FAQS

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## General Membership Queries

What associations does SAS consider as Recognised Actuarial Associations (RAA)?

- Institute and Faculty of Actuaries, United Kingdom (IFOA)
- Casualty Actuarial Society, United States of America (CAS)
- Society of Actuaries, United States of America (SOA)
- Institute of Actuaries of Australia (IAAust)
- Canadian Institute of Actuaries (CIA)

How does SAS define the different classes of membership?

- Please refer to the SAS Constitution.

What can I expect after I have submitted my application and made the full payment?

- You will receive an acknowledgment email from our membership team within 3 working days.
- Receipt will be issued only upon request to [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg).
- Our membership application cut-off date is on the 15<sup>th</sup> of the month. Applications received after the 15<sup>th</sup> will be processed in the following month.
- The average processing time is 4 – 6 weeks.
- If you are applying as a Fellow of the SAS and your primary association is not a Recognised Actuarial Association, your application will be reviewed accordingly and may take longer than the usual processing time.

How do I know if my membership submission has been approved?

- You will receive an auto-generated email (as stated in the application form) once your account has been activated (applicable for new applicants and reinstated members).
- Log in to your SAS account > View Profile > Your membership class is shown in the "View" tab (for upgrading members).
- If you have not received an email or notification within 6 weeks of your submission, please email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg).

## **New Member Application**

I want to join the SAS as a member. What do I need to do?

- Proceed to our membership page.
- Check which membership class you qualify for.
- Follow the steps as described in the membership page.

Can I request for my membership application to be expedited?

- We will consider expediting applications on a case-by-case basis. Email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) with your request and attach supporting documents, where necessary.

Can I enjoy the SAS member's rate for an upcoming event if my membership application is currently pending?

- Yes, you may proceed to register on the event page as a Non-member.
- Once you have generated an Order ID, please complete the registration, and do NOT make payment at this point.
- Email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) who will then advise on the nett amount payable.

## **Upgrade Membership**

When should I upgrade my membership class?

- Your SAS membership should be in accordance with the membership class of your Parent Actuarial Association. Members will upgrade their membership class in either of these situations:
  1. They have qualified or completed their actuarial examinations.
  2. They have attained other membership classes in their primary associations.
  3. They graduate or complete their studies and no longer qualify as Student members.

I am a student member who has graduated. How can I continue to be a SAS member?

- If you are no longer pursuing an actuarial-related career or sitting for the actuarial examinations, please upgrade your membership class to Affiliate.
- If you are amid sitting for the actuarial examinations, please upgrade your membership class to Ordinary.

How do I upgrade my SAS membership class?

- Please proceed to our membership page.
- Our membership team will advise you on the payment amount.

## **Renew Membership**

How do I know if I should renew my SAS membership?

- This applies to members who have received the Call for Renewal email invitation which is usually sent on 1st January of every year.
- If your membership has lapsed for more than a year, please proceed to our reinstatement page for instructions on how to reinstate your membership.

When is my membership due for renewal?

- SAS annual subscription fee is due for renewal on the 1<sup>st</sup> of Jan every year.
- Members will have a grace period of 3 months to make the subscription fee payment. Members who fail to renew their subscription by 31<sup>st</sup> Mar will have their accounts suspended on the website.
- SAS membership can only be renewed on a yearly basis. There is no pro-rating of fees.
- Student members renewing their student memberships will need to submit documentation of their continued education.

How do I renew my membership?

- Please proceed to our membership page and log in to your account.
- If you are renewing after 31 March, please email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) as your account has been suspended and our membership team will provide further advice.

My company will be renewing on my behalf, what do I need to do?

- Please proceed to renew.
- Complete the registration process to obtain an Order ID and forward your order ID to your HR/Finance.
- Request your HR/Finance to email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) with:
  1. Employee Name(s)
  2. SAS Member ID(s) or Order Number(s) (if applicable)
  3. Company Name & Address to be reflected in invoice.
  4. Payment method (i.e., bank transfers, cheque)
- Kindly note that full payment must be received before the relevant cut-off dates to enjoy the early-bird discount.

### **Reinstate Lapsed Membership**





I was previously a member of the SAS and my membership has lapsed. How can I reinstate my membership?

- Navigate to Membership > Membership Overview > Reinstate Lapsed Membership Page for instructions on how to reinstate your lapsed membership.

## Payments

How do I make payment to SAS?

**PAYMENT METHODS**

 <b>UEN: S76SS005IKSAS</b> 	 <b>TELEGRAPHIC TRANSFER</b> <b>Bank Details (Payable in SGD):</b> Singapore Actuarial Society Bank Name: DBS Bank Ltd Account Number: 001-019506-9 Bank Code: DBSSSGSG Branch: 12 Marina Boulevard, DBS Asia Central, Marina Bay Financial Centre Tower 3, Singapore 018982  Note: Bank charges are to be paid by sender.	 <b>Credit Card Payment via Paypal:</b>  Subjected to an additional fee of <u>4.25%</u>  Please drop an email to <a href="mailto:membership@actuaries.org.sg">membership@actuaries.org.sg</a> if you wish to pay via PayPal
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Self-Payment:

- Complete your payment from any one of the payment options as shown above.
- If you are making payment using PayNow/Bank Transfers, please quote your order no. in your payment reference or a short description of the payment (i.e., “membership renewal”).
- If you require a receipt, kindly email the proof of payment to [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg).

Corporate payment:

- Please request that your HR/Finance provide the following details and email to [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) for issuance of invoice:
  1. Employee Name(s)
  2. SAS Member ID(s) or Order Number(s) (if applicable)
  3. Company Name & Address to be reflected in invoice.
  4. Payment method (i.e., bank transfers, cheque)
- Our Finance will issue an official invoice within 5 working days, upon request.

## Miscellaneous

How do I get in touch with SAS?

- For any membership related enquiries, email [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg).
- For all other enquires, email [secretariat@actuaries.org.sg](mailto:secretariat@actuaries.org.sg).

I can't access my SAS website account. What should I do?

- Please email to [membership@actuaries.org.sg](mailto:membership@actuaries.org.sg) for further assistance.