

HELP

HOW - LDA Consultant Member Online Application

LDA Consultant Membership is only available to valid LDA Members who are qualified teachers experienced in the area of students with learning difficulties and who must also have post-graduate university qualifications in this area. Students are generally within the average range of intelligence

Valid LDA Membership is a precondition to becoming a LDA Consult Member.

For information about LDA Membership and to download a membership form, [click here](#).

To join LDA online [click here](#).

To apply for LDA Consultant Membership, LDA Members should log into the LDA Website from the Member Login heading in the left-side homepage main menu. Then from the Members Only screen *click on* Consultant Member Application. Your personalised Consultant Member Application form will come up.

- Please check your personal details for accuracy. You can amend them on the application form. Changes will be automatically recorded when you submit.
- Please use the **SAVE function** to save your work as you go, or you will have to start again.
- As you press Enter, more space will be available in each box in each section.
- Please ensure you respond to all sections BEFORE you submit, as once you have submitted your application, the form will no longer be available to you.
- When you submit your LDA Consultant Member Application, you will receive acknowledgement of its receipt and a copy of your submission.

Submit here - to attach and submit documents in support of your application. As applicable, under each section of the application there is a BROWSE box which once clicked, allows you to then find documents on your computer that you want to submit in support of your application. Click in the Browse box, then find your support document, and click on the document(s) to attach to your application. The system will tell you which documents have been attached.

The system will tell you if your application is complete, and if not, which section(s) need help.

LDA Consultant Member Application

Screen One - Personal Details

Check all details on this screen for accuracy, and correct as applicable.

Please note that support documents for your Current Teacher Authority Registration and Working with Children Authority are mandatory.

Screens Two – Five – Business Details, Relevant Experience, Relevant Qualifications, and Personal Professional Development Relevant to Learning Difficulties

Please complete information and attach support documents in these sections as applicable.

Screen Six – 3 Referees

Please ensure you fully complete contact all details for each of your designated referees.

Attaching any referee supporting document(s) is your choice.

Screen Seven – Case Study

You can write your whole Case Study in the box and/or write separately and attach as a support document.

Screen Eight – Declaration

Your acknowledged acceptance of the Declaration is mandatory to the submission of your application.

Upon submission, you will receive email acknowledgement and copy of your submission.