



**CCMG-CCGM National Office**  
4 Cataract Street, Suite 310  
Kingston, Ontario K7K 1Z7  
(T) 613-507-8345 (F) 1-866-303-0626  
(E) [info@ccmg-ccgm.org](mailto:info@ccmg-ccgm.org) (W) [www.ccmg-ccgm.org](http://www.ccmg-ccgm.org)

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## CCMG Leave of Absence (LOA) Policy

Fellows, currently in good standing according to [CCMG By-Laws](#), may request a leave of absence (LOA) and remain an active voting member. **“Good Standing” means that the member is current in remitting their dues.**

Reasons for requesting a leave of absence may include but are not limited to extended illness, unemployment, retirement, extended presence outside Canada or maternity leave.

A Fellow of the College must submit their requests in writing, to the Secretariat [info@ccmg-ccgm.org](mailto:info@ccmg-ccgm.org), in advance of their leave of absence explaining the reasons for the requests and stating the length of time of the leave.

Membership dues will be assessed as follows:

- Unemployed, LOA or retired for **less than 4 months** in the year = **No reduction** in annual membership fees. (For example: The Fellow has worked for 8 months of the calendar year, no reduction)
- Unemployed, LOA or retired for **more than 4 months** in the year = **50% reduction** in annual membership fees in one calendar year. (For example: The Fellow has worked and will only work 4 months of the calendar year, 50% reduction)

Approved by the CCMG Board of Directors January 10, 2016