
BY LAWS OF THE COUNSELLOR COUNCIL OF INDIA (CCI)

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ARTICLE I: NAME AND PURPOSES

1.1 Name

The name of this organization shall be the Counsellor Council of India (CCI).

1.2 Purpose

The purpose of the Counsellor Council of India is to promote the professional development, ethical practice, and collaboration of Counsellors and mental health professionals in India. The CCI aims to advance the field of counselling, support the well-being of clients, and ensure that the profession adheres to high standards of practice. The Council also serves as an advocate for mental health awareness and the proper regulation of counselling services within the country.

No part of the earnings of CCI shall benefit or be distributable to its members, officers, or other private persons except as needed to compensate for services rendered or enhance the organization's mission.

ARTICLE II: MEMBERSHIP

There shall be three categories of membership in this organization: Life Member, Associate/Affiliated Member, Student Member and Institutional Membership.

2.1 Life Member

To qualify as a Life Member, an individual must possess a minimum Post Graduate degree (M.Sc. / MA) or its equivalent in counselling, psychology, Social work or a related field from a recognized institution. Alternatively, a Bachelor's degree (BA/BSc) in psychology or counselling, Social work or a related field combined with at least two years of relevant work experience and a letter of reference from a Registered Counsellor or supervisor, may also be accepted.

Rights and Privileges

- Vote and serve as an officer or committee chair.
- Initiate committees, events, and divisions.
- Access to CCI publications and directory.
- Promotion of job opportunities and professional development within India.
- Discounts for CCI programs and events.
- Formal documentation of membership status upon request.

Membership Dues

INR 00 per year. (Membership is free)

2.2 Associate/Affiliated Member

To qualify as an Associate/Affiliated Member, an individual must demonstrate an interest in counselling or a related mental health field. Professionals from complementary disciplines are also eligible.

Rights and Privileges

- Access to emails about job opportunities and conferences.
- Receive CCI publications and event information.
- Discounts for CCI events and programs.
- Formal documentation of membership status upon request.
- Non-voting status and ineligible for office-holding roles.

Membership Dues

(Membership is free)

2.3 Student Member

To qualify as a Student Member, an individual must be enrolled in a program related to counselling or mental health at a recognized institution.

Rights and Privileges

- Access to job opportunities and research lists.
- Receive CCI publications and event information.
- Discounts for CCI events and programs.
- Formal documentation of membership status upon request.
- Non-voting status and ineligible for office-holding roles.

Membership Dues

(Membership is free)

2.4 Application Review

The Membership Committee Chair will review applications and notify applicants of their membership status. They will ensure that applicants meet the required standards for membership.

2.5 Membership Dues

Membership dues (If any) will renew annually on the anniversary date based on the official membership approval date.

2.6 Institutional Membership

2.6.1: Eligibility:

Institutional membership in the Counsellor Council of India (CCI) is open to organizations, universities, colleges, training institutes, research centres, non-governmental organizations (NGOs), government agencies, and other institutions that support the advancement of counselling and mental health services.

2.6.2: Categories of Institutional Membership

- **Institutional Member:**
Organizations that are formally recognized by the CCI, offering counselling or mental health-related services, education, or training programs. These institutions must adhere to the professional standards and ethical guidelines set by CCI.
- **Affiliate Institutional Member:**
Institutions that may not directly offer counselling services but are aligned with the goals and mission of the CCI, including those focused on research, mental health advocacy, or related fields.

2.6.3: Benefits of Institutional Membership

- **Institutional Member:**
 - (a) Access to exclusive networking opportunities, including regional and national events, conferences, and workshops organized by CCI.
 - (b) Inclusion of the institution's name in the CCI directory and on the official CCI website.
 - (c) The right to participate in and contribute to the development of policies, guidelines, and resources for the profession.
 - (d) Access to resources, publications, and training materials produced by CCI.
 - (e) The opportunity to nominate representatives for CCI committees, task forces, and leadership roles.
 - (f) Priority registration and discounted rates for CCI events and programs.
 - (g) Eligibility to apply for collaborative projects and funding opportunities provided by CCI.
 - (h) Recognition as an Institutional Member in CCI's official publications and social media.
- **Affiliate Institutional Member:**
 - (a) Access to CCI newsletters, publications, and updates.
 - (b) Opportunity to participate in professional development events (subject to space availability).
 - (c) Discounts for staff or students of the institution attending CCI programs.
 - (d) Inclusion of the institution's name in the CCI directory (listed as an Affiliate Member).
 - (e) Invitations to CCI-hosted events, research forums, and discussions (without voting rights).

2.6.4: Membership Application Process

To apply for institutional membership, an institution must:

- Complete and submit a membership application form, available on the CCI website or by request.
- Provide necessary documentation, including proof of the institution's registration, accreditation, and alignment with CCI's mission.
- Submit the annual membership dues as outlined below.

The application will be reviewed by the CCI Membership Committee, and upon approval, the institution will be granted membership status.

2.6.5: Institutional Membership Dues

- **Institutional Member:** INR 1, 50,000 per year.
- **Affiliate Institutional Member** INR 1, 00,000 per year.

Membership dues are non-refundable and are due annually on the anniversary of the institution's membership approval.

2.6.6: Obligations of Institutional Members

- To adhere to CCI's Code of Ethics, standards, and guidelines for institutional conduct.
- To ensure that all activities conducted under the institution's name uphold the values of professional integrity, client welfare, and social responsibility.
- To maintain an active membership by renewing the dues annually and notifying CCI of any changes to the institution's status or contact information.

2.6.7: Termination of Institutional Membership

Institutional membership may be terminated for the following reasons:

- Failure to pay annual dues within a specified period (after a 30-day grace period).
- Violation of CCI's Code of Ethics or any activity deemed contrary to the mission of the Council.
- Request for voluntary withdrawal from membership by the institution, subject to written notification to the CCI Executive Committee.

Upon termination, the institution will no longer have access to the benefits outlined for institutional members and will be removed from the official directory.

1.8 Amendments to Institutional Membership Provisions These provisions may be amended by a two-thirds vote of the CCI Board of Trustees, subject to the approval of the General Body. Any amendments will be communicated to all institutional members promptly.

ARTICLE III: EXECUTIVE BOARDS

3.1 Board of Trustees

The Board of Trustees is the governing body of CCI and has the overall responsibility for the management and direction of the Council. Trustees ensure that CCI operates in the best interest of the profession and its members.

Leaders of the Board will consist of the Chief Executive Officer (CEO), who is the Chair, the CCI Past-President, and three additional appointed leaders with expertise in counselling and mental health. These leaders will hold office until successors are appointed.

3.2 Executive Committee

The Executive Committee consists of the President, Vice-President, Treasurer, Secretary, and Social Media Coordinator. The term of office for all Officers is two years.

President: Provides strategic leadership, represents CCI at international events, ensures adherence to the bylaws, and manages the daily operations of CCI. Must hold a PhD and be a member for at least one year.

Vice-President: Supports the President, presides over meetings in their absence, and assists in the management of CCI affairs. Must hold a PhD and be a member for at least one year.

Treasurer: Oversees financial management, ensures proper handling of funds, prepares the annual budget, and reports financial status to the membership.

Secretary: Manages documentation, keeps records, prepares and distributes meeting minutes.

Social Media Coordinator: Handles social media presence, advertising events, and press releases related to CCI.

3.3 Removal of Officers

Officers may be removed from office by a two-thirds vote of the Board of Trustees if their continued service is deemed detrimental to CCI's best interests.

3.4 Dual Offices

An officer may run for a different position during their last year in office, subject to approval by the Executive Committee.

ARTICLE IV: COMMITTEES

4.1 Primary Committees

- **Ethics Committee:** Responsible for the creation and enforcement of CCI's Code of Ethics.
- **Membership Committee:** Manages membership applications and dues collection.
- **Professional Development Committee:** Organizes training, workshops, and resources for member development.

- **Community Outreach Committee:** Promotes CCI’s mission through public outreach, educational materials, and maintaining the website and social media.

4.2 Committee Oversight

Each committee will be led by a Chairperson who is responsible for organizing the committee's activities and reporting to the Executive Committee.

ARTICLE V: FINANCES

5.1 Fiscal Responsibility

The Treasurer shall propose an annual budget and report on financial status to the Executive Committee.

5.2 Fund Allocation

Funds shall be disbursed according to the approved budget, with provisions for adjustments in unforeseen circumstances, as authorized by the President and Treasurer.

ARTICLE VI: MEETINGS

Meetings will occur quarterly and additional meetings may be held as necessary. The agenda will include attendance, committee reports, and discussion of old and new business.

ARTICLE VII: VOTING

Elections for the Executive Committee will be conducted by email, with full members voting anonymously. Voting for other matters will occur during monthly meetings by majority vote.

ARTICLE VIII: ETHICS

All members must adhere to the CCI Code of Ethics. Ethical violations will be reviewed by the Ethics Committee, and appropriate actions will be taken, ranging from warnings to suspension or expulsion.

ARTICLE IX: ANNUAL CONFERENCE & EXPO

An annual conference and expo will be held to bring together members for professional development and networking.

ARTICLE X: DIVISIONS

Divisions representing specific professional interests may be formed within CCI with approval from the Executive Committee. Each division must follow CCI's bylaws and guidelines.

ARTICLE XI: STATE CHAPTERS

State Chapters may be formed to represent CCI within different regions of India. These chapters must comply with CCI's bylaws and seek approval from the Executive Committee.

ARTICLE XII: AMENDMENTS

Proposed amendments to these bylaws may be made by a majority vote of the Executive Committee and approved by the Board of Trustees.

These by-laws have been adapted to suit the geographical and cultural context of India and conform to the norms of the country while upholding the mission of the Counsellor Council of India.