

A GRADUATING SENIOR'S COMPLETE GUIDE

Ask With Confidence

***A Personal Guide to Requesting Employer
Sponsorship for Your ASLA Associate Membership***



**From Campus to Career:
ASLA is Here for Your Every Step**

Why It Matters & What to Say

A request for ASLA membership support is a conversation about professional development, connections, and the resources you can bring to your work. Keep your request brief, specific, and tied to the goals of your team.

Start with the Facts

Associate membership is for eligible graduates with fewer than three years of professional experience. ASLA's 2026 national Associate rate is \$227.50 annually or \$18.96 monthly, plus applicable chapter dues.

Membership brings national and local connections together. Chapter membership is required for members who live in the United States and its territories, helping you engage with peers and opportunities in your region.

Membership supports ongoing learning. Associate members receive complimentary access to ASLA SKILL|ED programs and can use ASLA Online Learning to pursue professional development.

Membership strengthens a shared voice. ASLA advocates for professional licensure and policies that support healthy, equitable, safe, and resilient environments.

Frame the request as a professional-development investment, not a favor. Explain how the resources, learning, and relationships will help you contribute to your practice at your current firm.

Your Key Talking Points

1 Professional Development

"ASLA Online Learning and SKILL|ED can help me build practical knowledge and earn Professional Development Hours as I begin my path to licensure."

2 Practice Resources

"ASLA offers professional practice resources, research, and timely information that can inform the work I do for our team."

3 Professional Community

"Membership connects me with our local chapter and up to three Professional Practice Networks (PPNs), so I can learn from peers across the profession."

4 Career Development

"ASLA gives emerging professionals access to education, leadership opportunities, and a nationwide community as I develop in practice."

5 Advocacy & Volunteering

"My membership helps strengthen ASLA's work to protect licensure and elevate the value of landscape architecture in our local community."

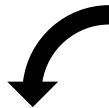
Navigating the Conversation: Decision Tree

You've accepted a job offer—time to ask about ASLA membership sponsorship!



Is there an onboarding, benefits, or professional-development conversation scheduled?

YES



Bring it up in that conversation

Share one or two benefits most relevant to your role and ask how dues are typically handled.

NO



Reach out to your supervisor

Request a short meeting or send a concise email before your start date or early in your first few weeks.

Has your supervisor or HR contact approved support?

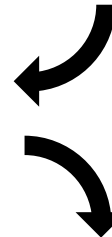
YES



Confirm the arrangement in writing

Clarify whether the organization will pay directly or reimburse you, and retain any requested documentation.

NO/UNSURE



Follow up once with useful content

Share the ASLA employer-facing one-pager with your supervisor and restate the benefits related to your work.



Practical tip: Begin with your direct supervisor or hiring manager, who can explain internal practices and advocate for your development. HR or operations staff may then help process payment or reimbursement.

If support is not available now

Consider joining independently and revisit the conversation at a performance review or during the next budget cycle.

Timing & FAQ

Timing Recommendations

1

Before You Start

Offer acceptance stage

Mention ASLA membership in your offer negotiation or onboarding paperwork. It's a low-cost professional development benefit.

2

First Week

Onboarding

Bring it up during benefits/HR discussions. Have your talking points ready. This is the ideal window to ask.

3

Within 30 Days

Settling in

If not yet resolved, follow up with your supervisor. Share the employer one-pager as a reference document.

4

6-Month Review

If denied initially

Revisit the request at your first performance check-in. Memberships often align with annual budget cycles.

Frequently Asked Questions

What if my employer has never sponsored a membership before? That's okay, many firms simply haven't been asked. Emphasize 2-3 key benefits and provide the employer-facing one-pager as a reference.

What if they say the budget is already set? Ask if it can be added to next year's budget cycle, or if there's a discretionary professional development fund separate from formal benefits.

How much does ASLA Associate membership cost? Per 2026 rates, membership is \$227.50 annually, or \$18.96 per month. Applicable chapter dues are then added on top of that.

Should I ask HR or my direct supervisor? Start with your direct supervisor or hiring manager—they're most invested in your growth. HR can facilitate payment once it is approved.

What if I can't get sponsorship right away? Consider self-funding temporarily with the monthly subscription plan. Revisit sponsorship at your 6-month or annual review.

How do I sign up once approved? Contact ASLA for a member invoice to present to your employer—the paper invoice includes a QR code for payment or can be paid by mail with a check (most employers use this option).

Is it normal to ask for this? Absolutely. Professional membership dues are a standard professional development benefit at landscape architecture firms. You're not asking for a favor; you're asking for an investment that benefits both of you. Leading firms across the country already sponsor ASLA memberships for their staff.