## How to Join NAfME or Renew Your Membership

## Joining NAfME

The following instructions will help you complete your new account creation and join NAfME.

**NOTE:** Our new membership system is optimized to work best on Chrome, Firefox and Safari browsers. If you attempt to access the site using an alternative browser and experience difficulty, please contact NAfME for assistance.

Select Join/Renew from the NAfME home page:



Choose your membership preference on the welcome page and click the associated link.

• Florida and Pennsylvania members should not join through the NAfME website – links for you are provided on the welcome page.

You will be taken to the "Join" page. Choose active, active Alabama, retired, retired Alabama, or Collegiate. Click Next.

If you already have a NAfME website account, login with your user name or password. (Click the help links if you need assistance.) If not, create an account using your first name, last name, and e-mail address (a personal e-mail is recommended to avoid issues with school firewalls). Create a password and click Next Step.

• Take care not to create a duplicate record for yourself. If you're not sure if you already have one, contact NAfME to review your account.

If you are logging in for the first time, create your profile by adding teaching levels and areas; then complete your address information by selecting your preferred address (work or home) and completing the address information.

- One physical address is required for membership.
- If you add a work address, you can type in a few letters of your school name to see if it already exists in our database. If it doesn't, you can add it.
- Click Next.



Proceed to the next screen where you will see NAfME national membership dues added to your cart. This membership is required and cannot be removed from your cart. Click Next Step.

Choose your state music educators association by clicking "Add to Cart" next the desired state or states.

- If you live and work in different states and only want one MEA membership, choose the state in which you **work**.
- **Collegiate members** may choose **only one** state affiliate--the one in which your college is located.
- Alabama members will only see the AL state MEA option here. To add additional state MEAs to your Alabama membership, call 800-336-3768 after completing the online membership process.
- Puerto Rico and other U.S. territory members, choose "U.S. Territory."
- Once you have chosen your state (or states), click "Next" at the bottom of the list to proceed to check out.

(Collegiate members only will be prompted to add chapter information and expected graduation date.)

You will now see your shopping cart. Enter your payment information and complete your purchase.

• You must have national dues and at least one state MEA membership in your cart to complete your membership. Your membership will not be valid otherwise.

After you have completed your purchase, click the profile icon at the top right of the screen to view your account. You can see and make changes to your payments, receipts, memberships, and teaching information.





## **Renewing Your NAfME Membership**

Renewing your NAfME membership is quick and easy!

Click Join/Renew from the front page of NAfME's website.

| Front - NAfME 🤺 Vonage Console                                    |                    |  |                |                  |               |            |              |
|---|--------------------|--|----------------|------------------|---------------|------------|--------------|
| National Association  | Search             | GO   |                | JOIN/RENEW LOGIN | AMPLIFY EVENT |            | CAREERS SHOP |
|   | FOR TEACHERS +     | STANDARDS -  | FOR STUDENTS - | MEMBERSHIP -     | ADVOCACY -    | RESEARCH - | ABOUT -      |
|   |                    |  |                |                  |               |            | ľ            |
| National Association  |                    |  |                |                  |               |            |              |
|   |                    | Mour   | availab        | lo as fil        | lable         |            |              |
| WORKBOOK for Building and Evaluating t Music Education in General |                    | NOW  | avallap        | ie as n          | liable        | PUR        |              |
|   | Cifective<br>Music | Workbooks for Building and Evaluating Effective Music Education<br>for your music classroom —purchase yours today! |                |                  |               |            |              |

After reviewing your membership type, click "Renew" to login to your account.

- $\circ$   $\;$  You can renew active, active Alabama, retired, retired Alabama, or Collegiate.
- If you are a Florida or Pennsylvania member, you must renew directly through floridamusiceducation.org or pmea.net.
- Associate and corporate members must contact NAfME to renew.

You will see your member profile with your memberships listed. Check to make sure your contact and teaching information is current before proceeding.

Click "renew" on the righthand side.

If you are an active member and renewing active membership, or if you are a retired member and renewing retired membership, your previous state is selected and is in your cart. Click "Proceed to Check Out" to enter your payment information and complete your renewal.

- To change your state membership or add additional state(s), click "Add Item." Click the state(s) you wish to add. You can remove a state you no longer want once you are viewing your shopping cart.
- If you are changing from active to retired, your state will not be automatically selected and you must select a state by clicking "Add Item."
- To add states to an Alabama membership, please call 800-336-3768.
- Note: Do not remove your national dues or your state dues from your purchase. Both are required for your membership to be activated in full.

After you have completed your purchase, click the profile icon at the top right of the screen to view your account. You can see and make changes to your payments, receipts, memberships, and teaching information.



|   | 800-336-3768                                |   |
|---|---|---|
| National Association<br>for Music Education<br>Thank you! Your purchase has been made!  |   | 1 |
| National Association for Music Education<br>1806 Robert Fulton Drive Reston, VA 20191<br>800-336-3760<br>https://nafme.org/<br>memberservices@nafme.org<br>https://nafme.org/about/contact/<br>THANK YOU! | National Association<br>for Music Education |   |
| Receipt Info  |   |   |

If you experience any difficulty creating or accessing your account, please contact us via e-mail at <u>membersupport@nafme.org</u> or by phone at 800-336-3768 or 703-860-4000 for international calls.

