

## How to log in to the new Alumnae Community

To gain access to the new Alumnae Community, follow the steps below:

## **Current Members:**

- 1. Visit <u>naasc.org/welcometonaasc</u>
- 2. Select the *Sign In* button on the right.
- 3. Select the **second option** *Request Password*, enter your email address, and click the *Request Password* button.

•	Request Password We will email you a new password so you can access your account						
	Email						
		Request Password					

- 4. After you receive your new password, go to <u>naasc.org/sign-in</u> and log in to the Community. Please reset your password after logging in.
  - a. \*If you receive the message "*No account found with this email address*", try an email address you may have used in the past.
  - b. If those attempts fail, you will be required to Renew your membership.
- 5. Once logged in, you can:
  - a. Change your password
  - b. Review your profile
  - c. Add a profile headshot photo
  - d. Update your contact information
  - e. Track your dues payments
  - f. View the Member Directory

## **Past Members:**

- 1. Visit <u>naasc.org/register-renew</u> to Renew your membership.
- 2. Complete the form to create your user profile.
- 3. Next, go to <u>naasc.org/sign-in</u> and log in to the Community.
- 4. Once logged in, you can:
  - a. Review your profile
  - b. Add a profile headshot photo
  - c. Update your contact information
  - d. Change your password
  - e. Track your dues payments

f. View the Member Directory

## **New Members:**

- 1. Visit <u>naasc.org/signup</u> to join and become a member.
- 2. Complete the form to create your user profile.
- 3. Go to <u>naasc.org/sign-in</u> and log in to the Community.
- 4. Once logged in, you can:
  - a. Add a profile headshot photo
  - b. Change your password
  - c. Track your dues payments
  - d. View the Member Directory

Please contact technology@naasc.org if you need assistance or have any questions.