

INSTRUCTIONS TO COMPLETE YOUR AAUW 2023-2024 RENEWAL ONLINE

Go to AAUW National's website: <https://my.aauw.org>

All renewing members have an account in National's database.

- a. If you have accessed your online account previously, enter your email and password and click on **Log In** on the screen on the Welcome page. Then go to **step 5**.
- b. If you have **never logged into your account online or you don't remember your password**, enter your email in the screen on the Welcome page and then click on **"Forgot Your Password?"**

Log In

Email

Password

LOG IN

[Forgot your password?](#)

[Don't have an account?](#)

2. The following screen appears. Enter your email and click on **"Reset Your Password."**

Reset Your Password

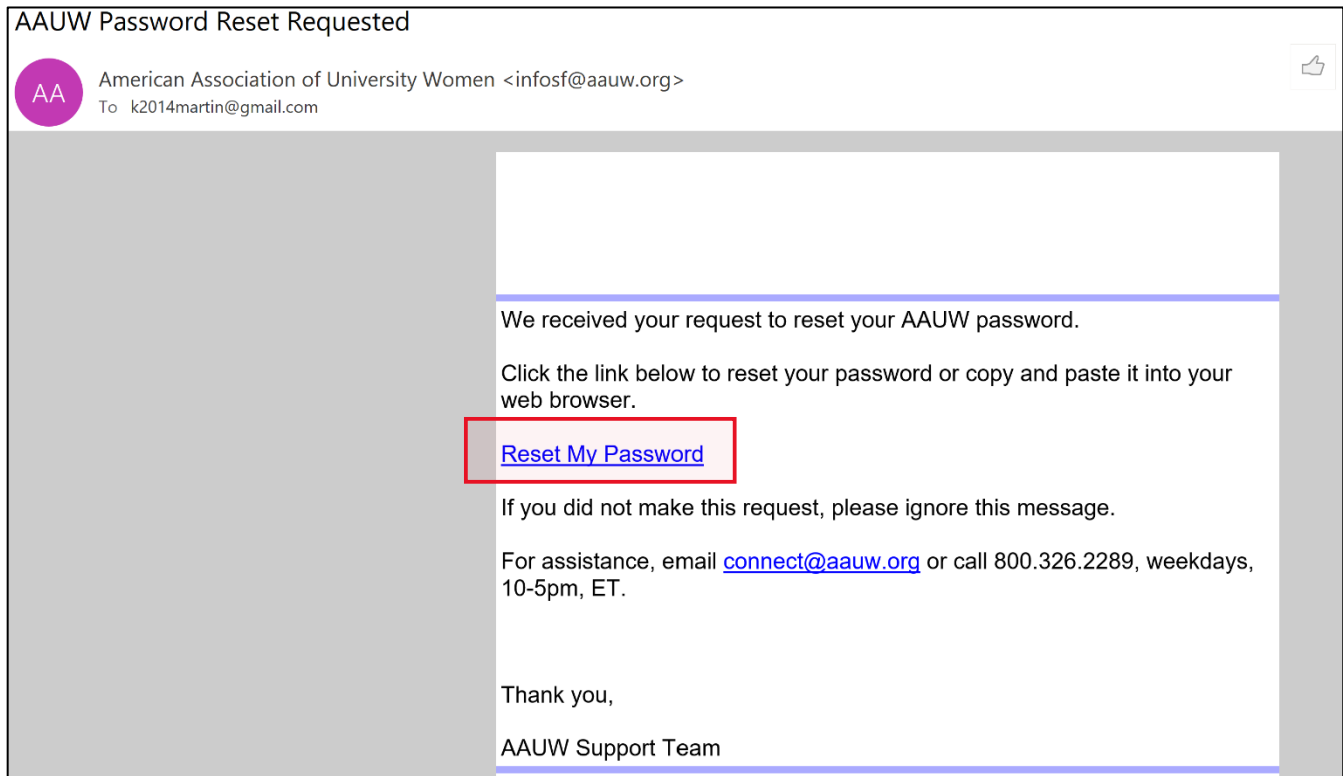
Enter your email address, then click RESET YOUR PASSWORD. If the email you entered is on file, we'll send instructions to reset your password.

Email

RESET YOUR PASSWORD

[Nevermind, I've remembered my password.](#)

3. You will receive the following **email** message. Click on **“Reset My Password”** in the message.



4. The **Reset Your Password** screen appears. Follow the directions to create a password. Click **Submit**.

The image shows a web form titled "Reset Your Password" in large white text on a dark blue background. Below the title, it says "Enter and submit your new password." The form itself is white and contains the following elements: a "Set a New Password" section with a "Password *" label and a text input field; a note stating "Your password must be at least 8 characters long, have a mix of letters and numbers, and cannot contain your username."; a "Password Strength:" label with a progress bar; a "Retype New Password *" label and a text input field; and a blue "SUBMIT" button at the bottom right.

Reset Your Password

Enter and submit your new password.

Set a New Password

Password *


Your password must be at least 8 characters long, have a mix of letters and numbers, and cannot contain your username.

Password Strength: Very Strong

Retype New Password *

SUBMIT

5. Your **Personal Snapshot** page will open.

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Personal Snapshot

View your latest notifications and snapshots of your profile.

Personal Snapshot


- My Profile
- My Contact Information
- My Preferences
- My Affiliations



Kathleen Martin

Personal
Summary of your personal contact information.

6. This screen contains all your account contact information and membership status.



Your Name

Personal

Summary of your personal contact information.

AAUW Id	Your Assigned ID #
Full Name	Your Name
Account Phone	Your Phone #
Mobile	Your Cell Phone #
Email	Your Email
Mailing Street	Your Street Address
Mailing City	Your City
Mailing State/Province	Your State
Mailing Zip/Postal Code	Your ZipCode
Mailing Country	United States

7. Scroll down to the **Membership** information. (Your dates will be different than below.)
Click the **RENEW** button.

Membership

Summary of your current membership.

Member	Yes
Member Type	National
Join On	11/3/2014
Member Thru	6/30/2023

[RENEW](#)

Branch and State Memberships

Parent Account Name	Start Date	End Date
FL-Florida	7/1/2022	6/30/2023
FL3034-Vero Beach	7/1/2021	6/30/2023

8. The **Membership Management** screen appears. You can update your contact and educational degrees information here. Click the **Next** buttons at the bottom of each screen to continue.

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Membership Management

Personal Snapshot

- [My Profile](#)
- [My Contact Information](#)
- [My Preferences](#)
- [My Affiliations](#)

Online Membership Management

Verify or update your information below.

First Name

Last Name

Membership Management

Personal Snapshot

- My Profile
- My Contact Information
- My Preferences
- My Affiliations
- My Education
- My Memberships

Online Membership Management

Below is the degree information on file for you. If blank, click the **Create New Degree Record** check box, then click **Next** to enter your highest degree.

Create New Degree Record

• My Education Degrees ⓘ

Boston University (Boston-MA) - Master of Business Admin - Completed: ▾

Next

9. The **FY24 Dues Schedule** for each membership type appears. Select the appropriate Membership Type ("**National**" for most members) and click the **Next** button.

Membership Management

Personal Snapshot

- My Profile
- My Contact Information
- My Preferences
- My Affiliations
- My Education
- My Memberships
- My Ballots
- My Committees
- My Review Panel Application
- My Awards

Orders & Donations

Online Membership Management

AAUW Dues Fees and Tax Deductibility

FY24 July1-June30 Rates

- National Membership* - \$72/Year
- Lifetime Membership** - \$1,440
- Graduate Student*** - \$18.81/\$0
- Student Associate*** - \$18.81/\$0

(* All but \$3 of the annual dues are tax deductible. (**) Fully tax deductible (***) All but \$2 of the annual fees are tax deductible and free for Students of AAUW College/University member schools.

Select the membership type below.

• Select Membership Type

Lifetime

National

Previous

Next

10. **Important:** The next screen asks if you want to add Branch or State Memberships. **CLICK YES.** Then click the **Next** button.

Membership Management

Personal Snapshot

- My Profile
- My Contact Information
- My Preferences
- My Affiliations
- My Education

Online Membership Management

• Would you like to add Branch or State memberships?

Yes

No

Previous **Next**

11. The screen to add your **Branch** appears. The list is alphabetical by the branch code, which begins with the state abbreviation. Scroll down and select **VERO BEACH's CODE, FL3034**. If you belong to another branch, find that code and select it, too. Then scroll to the very end of the list and click the **Next** button.

Membership Management

Personal Snapshot

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- My Education

Online Membership Management

Select the branch/es you wish to add to your national membership. Then scroll to the bottom of the page and click NEXT.

If there is **not** a branch in your area, click NEXT for more options.

Branches A-C

AK9002-Fairbanks Branch Dues

FL3028-Tampa Branch Dues

FL3029-Clearwater Branch Dues

FL3034-Vero Beach Branch Dues

FL3037-Greater Naples Branch Dues

12. The next screen indicates your **Primary Branch**. For most members, it is Vero Beach. Click the **Next** button.

Membership Management

Personal Snapshot

- My Profile
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- My Preferences
- My Affiliations

Online Membership Management

If multiple branches have been selected, choose one to be marked as **primary**, then click NEXT.

*Select Primary Branch

FL3034-Vero Beach Branch Dues

[Previous](#) [Next](#)

13. The next screen asks you to confirm that the correct **State membership** has been indicated. If Vero Beach was shown as your Primary Branch, FLORIDA should be checked off. If you belong to another branch in a different state, check that state, too. Scroll to the end of the list and click the **Next** button.

Online Membership Management

The state(s) associated with the branch membership you selected displays below. If **no** branch was selected, the following states (CA, CO, IA, IL, MI, MT, NC, NJ, NM, NY, OR, SC, WA, WI) offer membership accommodations when there is **not** a branch in your area. Should you wish to include a state membership in the absence of a local branch, please make your selection, then click next.

Select State Memberships

- AK-Alaska State Dues
- AL-Alabama State Dues
- AR-Arkansas Inc. State Dues
- AZ-Arizona State Dues
- CA-California State Dues
- CO-Colorado State Dues
- CT-Connecticut State Dues
- DE-Delaware State Dues
- FL-Florida State Dues

14. The next screen asks if you want to contribute to the **Greatest Needs Fund**. This is a general **National** fund for unrestricted gifts, which are used when and where they are most needed. By donating to this fund, you help incubate and grow AAUW's highly successful mission-driven programs. Select your preference and click **Next**.

NOTE: There is no similar option to contribute to Vero Beach Branch's Local Programs Fund during this online renewal process. Therefore, to make a donation to benefit our local women and girls, please visit our branch website <https://www.aauwverobeach.org> to donate online or send your donation check to: AAUW Vero Beach, PO Box 2143, Vero Beach, Florida 32961. Thank you!

Membership Management

Personal Snapshot

- My Profile
- My Contact Information
- My Preferences
- My Affiliations
- My Education

Online Membership Management

Would you like to include a donation to the Greatest Need Fund?

Yes

No

[Previous](#) [Next](#)

15. The **Checkout** screen appears next with the list of your National, State, and Branch(es) dues and your Greatest Needs Fund donation if you chose to make one.

AAUW

Personal Snapshot College/University Directory Exhibitors & Sponsors Directory Event Calendar Checkout Log Out

Checkout

Review Your Selection and Pay.

Membership for Kathleen Martin

7/1/2023 - 6/30/2024

[EDIT](#)

[REMOVE](#)

	Total Price
National Membership Dues	\$72.00
FL-Florida State Dues	\$12.00
FL3034-Vero Beach Branch Dues	\$30.00

16. Scroll down the page to see the [Payment Methods](#) and [Payment Type](#) options. You can add a credit card or bank account as a Saved Payment Method for future use on your account. Click on [“Add, edit, or remove your saved payments”](#) and follow the screen instructions.

My Payment Methods

You do not have any payment methods saved at this moment. You can pay through a Credit Card and if required, save it for future use. If you want to pay with eCheck/ACH please save it first.

[Add, edit, or remove your saved payments](#)

17. To make a one-time payment using a credit card: Select [“Pay Now – New Credit Card.”](#) Confirm the billing address information. Enter your credit card information.

Payment Type

Pay Now - Saved Payment

Pay Now - New Credit Card

Credit or Debit Card

Name on Card *

Card Number *



Security Code *

Expiration Date *

Save for Future Use

18. Confirm your **Total Details** and click **Submit**.

Total Details

Grand Total	\$114.00
Balance	\$114.00

SUBMIT

You're Done! The **Order Summary** screen appears with the Order number and details and an explanation of the tax-deductible portion of the dues. Press the **Print** button for a copy for your records.
You will subsequently receive an Order Confirmation email and a "Thank You for Your Membership in AAUW" email.

AAUW

Explore the Issues Get Empowered Take Action DONATE

Personal Snapshot College/University Directory Exhibitors & Sponsors Directory Event Calendar Checkout Log Out

Order Summary

You're all set.

Order	Bill To
Order #0071969	Kathleen Martin FL3034-Vero Beach

PRINT