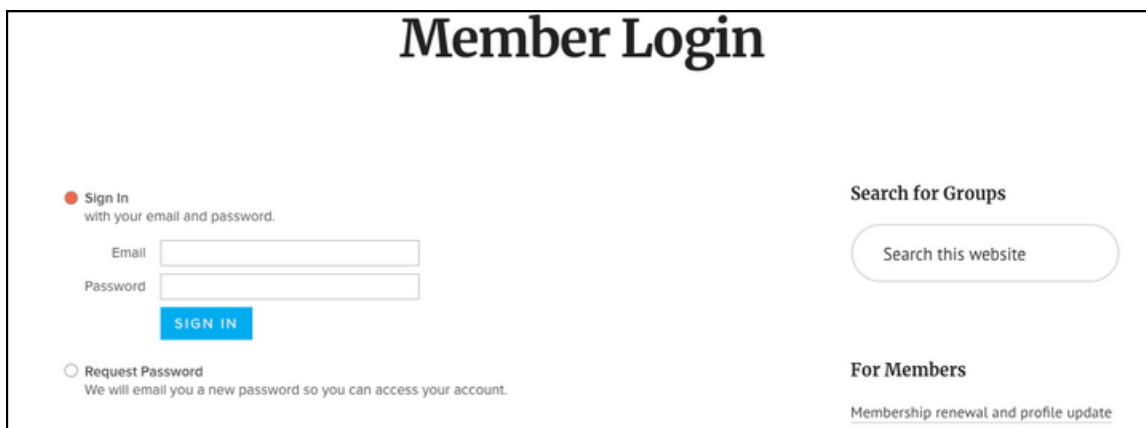


MembershipWorks Guide

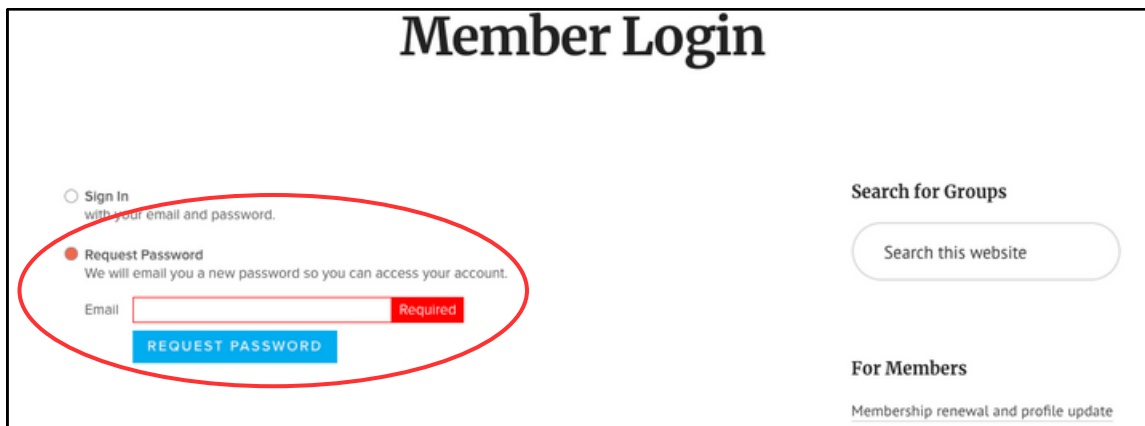
Signing in to MembershipWorks for the first time.

1. Go to the [Member Login](#) page



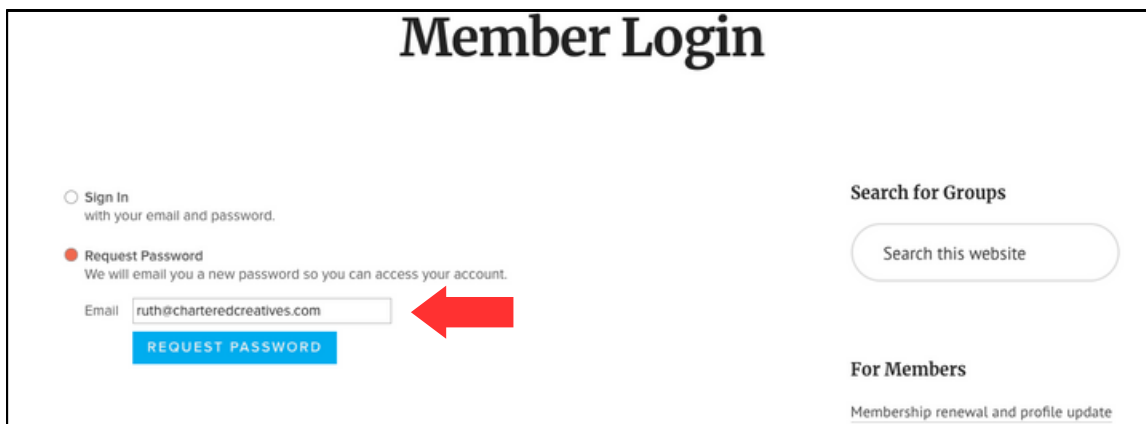
The screenshot shows the 'Member Login' page. At the top, the title 'Member Login' is centered. Below it, there are two radio button options: 'Sign In with your email and password.' (which is selected) and 'Request Password We will email you a new password so you can access your account.' To the right, there is a 'Search for Groups' section with a search box containing the text 'Search this website'. Below the search box, there is a 'For Members' section with the text 'Membership renewal and profile update'. In the center, there are two input fields for 'Email' and 'Password', and a blue 'SIGN IN' button below them.

2. Select **Request Password** so that we can email you a new password to access your account in MembershipWorks.



The screenshot shows the 'Member Login' page. The 'Request Password We will email you a new password so you can access your account.' option is now selected and circled in red. The 'Email' input field is now visible and contains a red 'Required' label. The blue button below the input fields is now labeled 'REQUEST PASSWORD'. The 'Search for Groups' and 'For Members' sections remain the same as in the previous screenshot.

3. Enter your email address. **Please note this is the same email that you have been using with HGPS.**



The screenshot shows the 'Member Login' page. The 'Request Password We will email you a new password so you can access your account.' option is selected. The 'Email' input field now contains the text 'ruth@charteredcreatives.com'. A red arrow points to the input field. The blue button below the input fields is labeled 'REQUEST PASSWORD'. The 'Search for Groups' and 'For Members' sections remain the same as in the previous screenshots.

4. Click the blue **Request Password** button.

Member Login

Sign In
with your email and password.

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

Email

REQUEST PASSWORD

Search for Groups

For Members
Membership renewal and profile update

5. Check your email for your new password. If you do not receive the email within a few minutes, please check your spam folder.

Member Login

An email with your new password is on its way!
If you do not receive the email within a few minutes please check your spam folder.

Email

Password

SIGN IN

Search for Groups

For Members
Membership renewal and profile update

6. Sign in using your email address and new password.

Member Login

An email with your new password is on its way!
If you do not receive the email within a few minutes please check your spam folder.

Email

Password

SIGN IN

Search for Groups

For Members
Membership renewal and profile update

7. Please take a few minutes to review your information in the 'About' and 'Profile' tabs at the top. This helps us keep the Member Directory up-to-date.

Member Login

About **Profile** Committees Additional Sign Out

Search for Groups

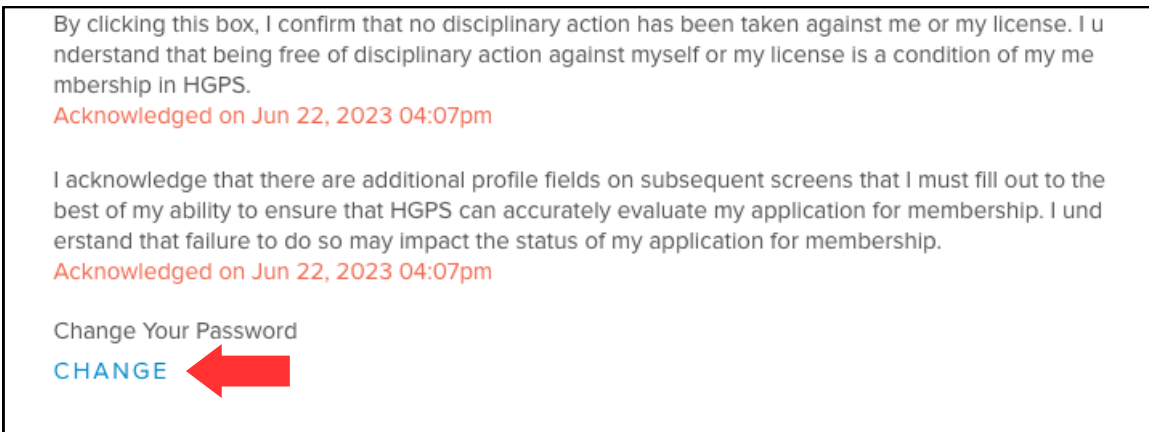
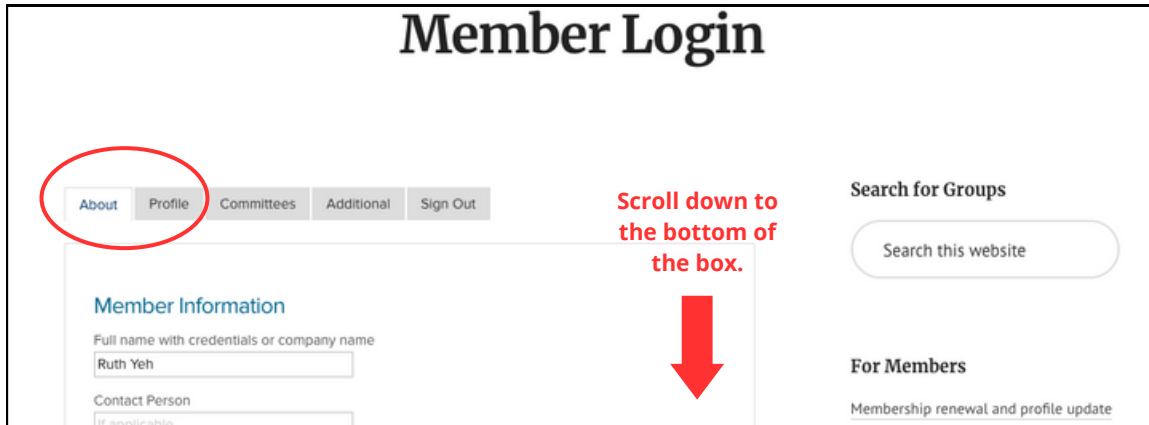
For Members
Membership renewal and profile update

Member Information

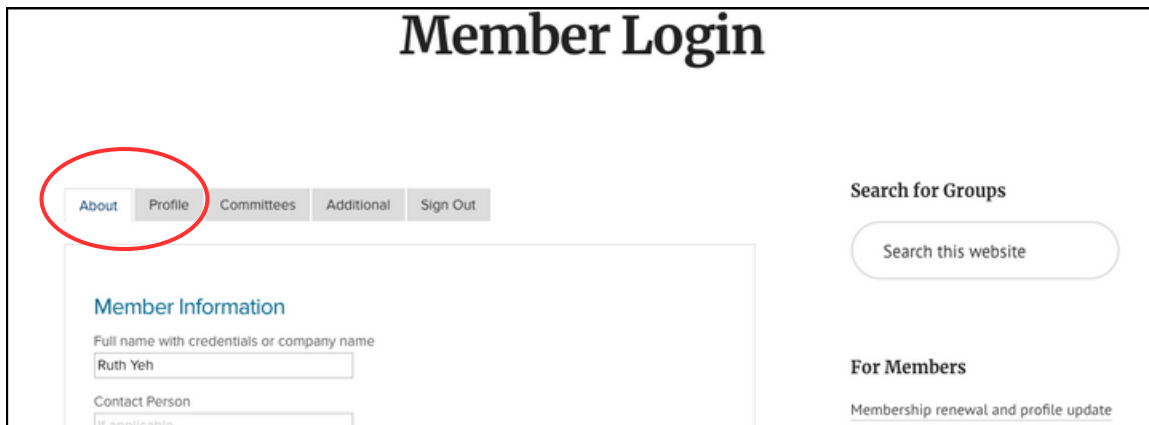
Full name with credentials or company name

Contact Person

7. You can now change your password on the 'About' tab. In the 'Membership Information' box, scroll to the bottom and click on the blue 'CHANGE' button below 'Change Your Password.'

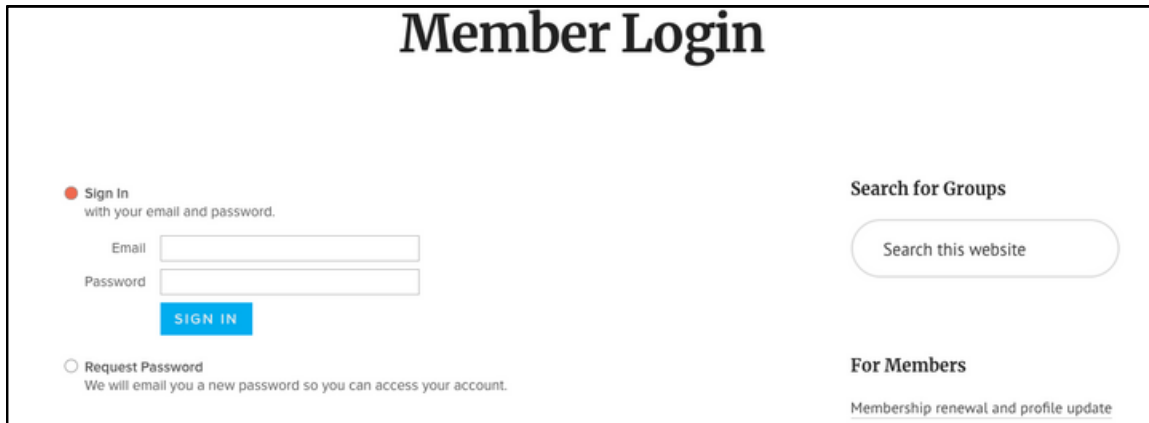


8. Please take a few minutes to review your information in the 'About' and 'Profile' tabs at the top. This helps us keep the Member Directory up-to-date.

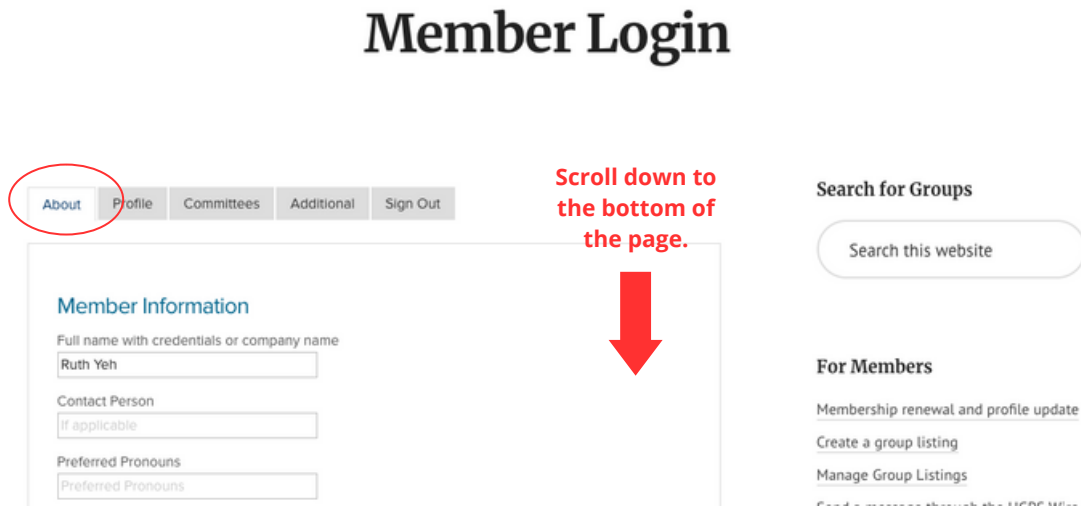


Renewing your membership.

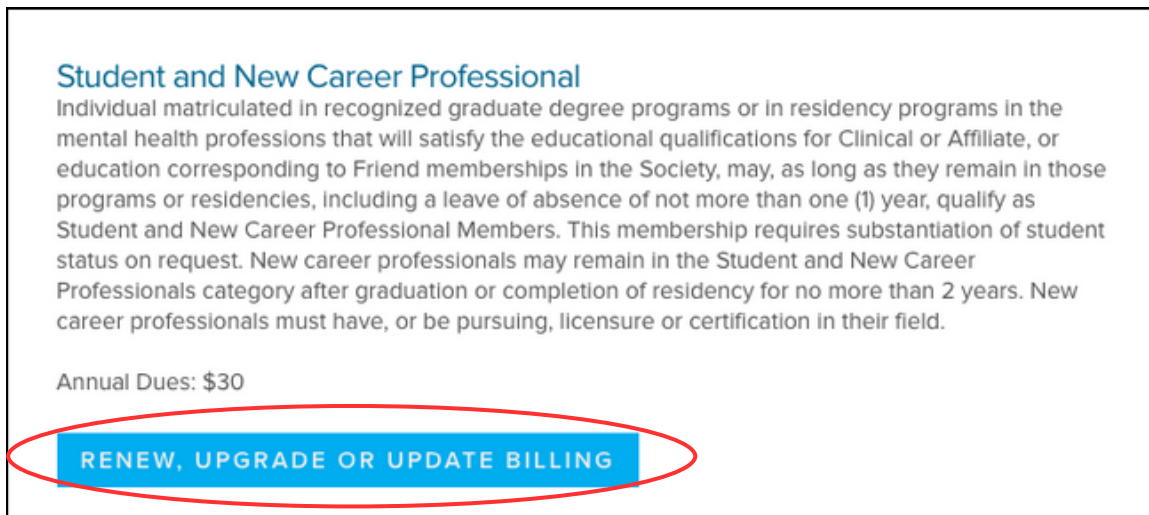
1. Sign in to your account in MembershipWorks. If it is your first time, please follow the steps above.



2. On the 'About' tab, scroll to the bottom of the page.



3. You will find your current membership level. Click on the blue **Renew, Upgrade or Update Billing** button.



4. Select your membership level.

Choose a membership level

Affiliate
At least Master's level clinical professional in a mental health field, or, licensed or certified by the State of Texas in a mental health field who, although not members of AGPA, are interested in the practice and development of group psychotherapy.
Annual Dues: \$85

Clinical
Clinical Membership in American Group Psychotherapy Association is required.
Annual Dues: \$85

Friend
Licensed or certified in a non-mental health profession, who use group techniques or who work regularly with groups in the pursuit of their profession.
Annual Dues: \$85

Student and New Career Professional
Individual matriculated in recognized graduate degree programs or in residency programs in the mental health professions that will satisfy the educational qualifications for Clinical or Affiliate, or education corresponding to Friend memberships in the Society, may, as long as they remain in those programs or residencies, including a leave of absence of not more than one (1) year, qualify as Student and New Career Professional Members. This membership requires substantiation of student status on request. New career professionals may remain in the Student and New Career Professionals category after graduation or completion of residency for no more than 2 years. New career professionals must have, or be pursuing, licensure or certification in their field.
Annual Dues: \$30

5. Then choose a payment method. We are now offering two options: **Annual Payment - One Time** or **Annual Payment - Auto Renewal**. If you select auto renewal, your membership will automatically renew on July 1st each year.

Choose a payment method

Annual Payment - One Time
\$30 / year

Annual Payment - Auto Renewal
\$30 / year

6. Complete your payment information.

Name on card

Billing address

Credit/debit card

Discount code