

Membership Renewal How To

On the home page, click your name in the upper right corner of the page.



Make sure you are signed in!



[Home](#) > [My profile](#)

My profile

[Edit profile](#) [My directory profile](#)

[Profile](#) [Privacy](#) [Email subscriptions](#) [Member photo albums](#) [My event registrations](#) [Invoices and payments](#) [Donations](#)

Membership details

Membership level **General - \$100.00 (USD)**
Subscription period: 1 year
No automatically recurring payments

Membership status **Active**

Member since 11 Dec 2020

Renewal due on 17 Apr 2021



[Renew to 17 Apr 2022](#)

User ID

First name Test

Last name Member

Your membership profile will open.

Under “Membership Details” You will see a link to renew for the upcoming year. Click this link.

Membership Renewal

Renew to 17 Apr 2022
Level General - \$100.00 (USD)
Subscription period: 1 year
No automatically recurring payments

Current status Active

Payment Directions

Pay by Check

When you get to the "review and confirm" page, choose the button "invoice me" directions for sending a check will be emailed.

Pay by Credit Card

When you get to the "review and confirm" page choose the button "pay online" and follow on screen directions for online payment.

Cancel

Update and next

* Mandatory fields Email membership@stsw.org with any questions or issues with your membership renewal

Your profile

First name

Last name

You will be brought to the Membership Renewal page.

Look at your membership profile and confirm that all of your information is up to date.

When ready, click "update and next" to move to the next page.

Membership Renewal

Review and confirm

Level General - \$100.00 (USD)
Subscription period: 1 year
No automatically recurring payments

Total amount **\$100.00 (USD)**



Cancel

Back

Invoice me

Pay online

Application data

To pay by
credit card –
click “pay
online”

To pay by check –
click “Invoice me”

If you choose to **Pay by Check** – this is the screen that will appear next. There are no more actions that need to be taken on this page. Refer to your email for next steps. ↓

The screenshot shows the 'My profile' page on the STSW website. The navigation bar includes Home, About, Membership, Conference, Credentials, Advocacy, and Resources / Survey. The breadcrumb trail is Home > My profile. The page title is 'My profile'. Below the title are links for Profile, Privacy, Email subscriptions, Member photo albums, My event registrations, Invoices and payments, and Donations. The 'Membership details' section features a yellow warning box stating 'Membership renewal initiated, not paid yet.' with a 'View / Pay invoice' button. Below this, the membership level is 'General - \$100.00 (USD)' with a 1-year subscription period and no automatic recurring payments. The membership status is 'Pending - New'.

The email is from the Society for Transplant Social Workers (STSW). It begins with 'Dea' and states that the membership renewal has been initiated. It explains that the renewal application is being reviewed and that the member will be contacted once payment is confirmed. It provides instructions for paying by check, including the name and address of the treasurer, Kristen DeVoe. The email concludes with a note that the membership will be renewed once the check is received and provides an email address for questions: membership@stsw.org. The email is signed 'Sincerely, STSW'.





→ You will receive this email with directions on where to send your check. Your membership will be approved once we receive your check.

If you choose to **Pay by Credit Card** – complete all of the payment information and then select “Pay”

STSW
<https://stsw.wildapricot.org/>

Enter credit card details

Card number

mm / yy CVV ?

Kevin Jacobson

Billing information

Address 1

Address 2

City

United States

State/province

ZIP/postal code

Phone


Details

Invoice #00027 \$100.00

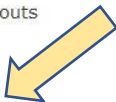
- Membership application. Level: General

Total amount: \$100.00 (USD)

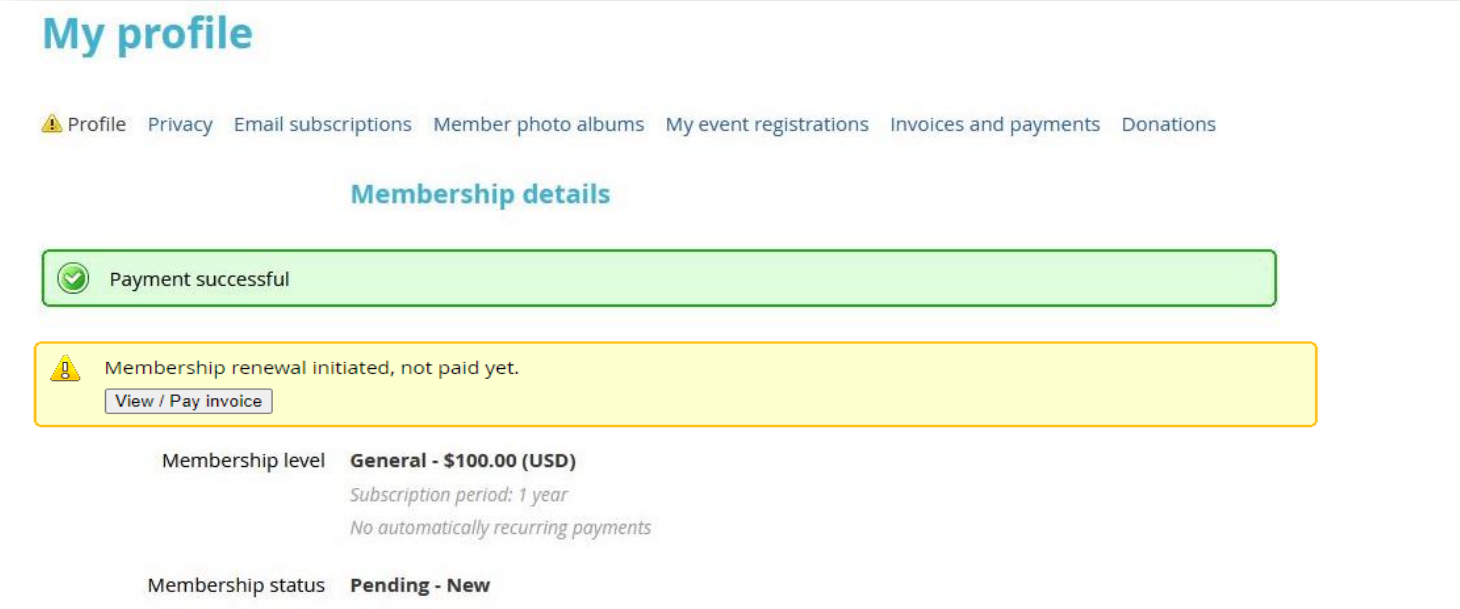
Store card details for faster checkouts

protected by reCAPTCHA  [Privacy](#) [Terms](#)

[Cancel](#) **Pay \$100.00 (USD)**



If you choose to **Pay by Credit Card** – this is the screen that will appear after you click “pay”. There are no more actions that need to be taken on this page.



My profile

Profile Privacy Email subscriptions Member photo albums My event registrations Invoices and payments Donations

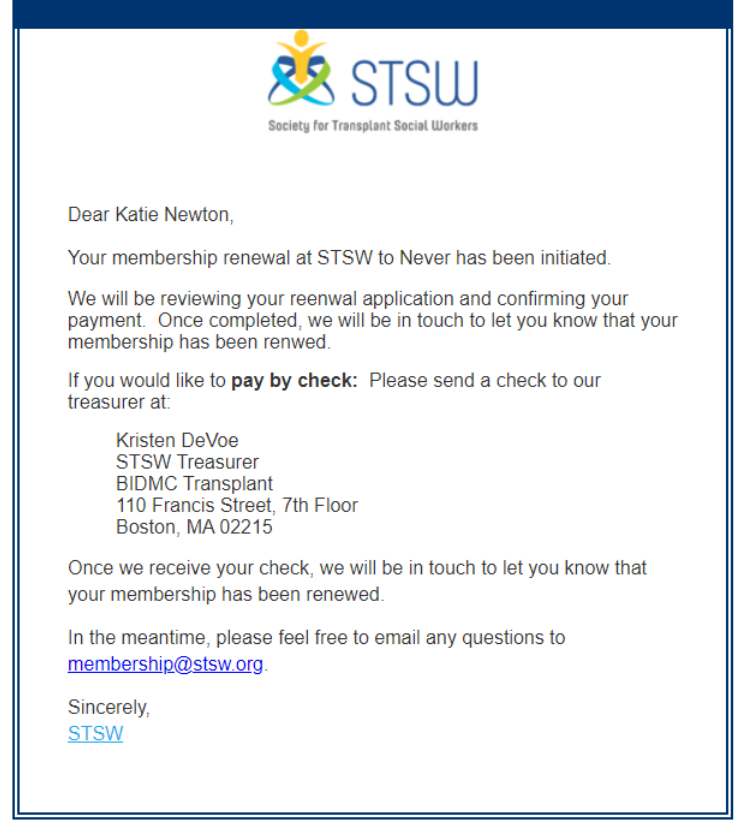
Membership details


Payment successful

Membership renewal initiated, not paid yet.
[View / Pay invoice](#)

Membership level **General - \$100.00 (USD)**
Subscription period: 1 year
No automatically recurring payments

Membership status **Pending - New**




Society for Transplant Social Workers

Dear Katie Newton,

Your membership renewal at STSW to Never has been initiated.

We will be reviewing your renewal application and confirming your payment. Once completed, we will be in touch to let you know that your membership has been renewed.

If you would like to **pay by check**: Please send a check to our treasurer at:

Kristen DeVoe
STSW Treasurer
BIDMC Transplant
110 Francis Street, 7th Floor
Boston, MA 02215

Once we receive your check, we will be in touch to let you know that your membership has been renewed.

In the meantime, please feel free to email any questions to membership@stsw.org.

Sincerely,
[STSW](#)



You will receive this email. Your membership will be approved once we confirm your payment was processed.

Questions?

You can email membership@stsw.org if you have any questions or if you run into any challenges during your membership registration process.