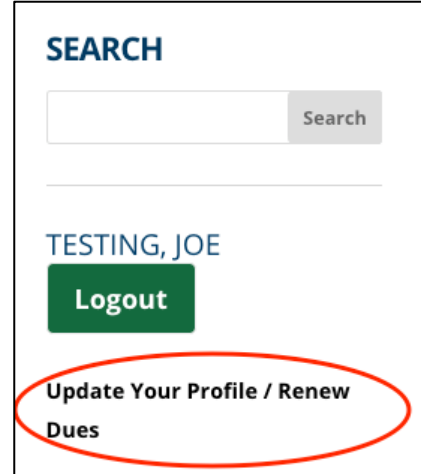


ABN Diplomates & ACPN Affiliates – Renewing Dues Revised Fall 2019

Step #1:

When logged in, click:

“Update Your Profile / Renew Dues”



My profile

Edit profile My directory profile

Profile Privacy Email subscriptions Invoices and payments

Membership details

Membership level **ABN Diplomate - \$190.00 (USD)** [Change](#)

Subscription period: 1 year, on: January 1st

No recurring payments

Membership status **Active**

Member since 09/26/2017

Renewal due on 01/01/2018

Renew to 01/01/2019

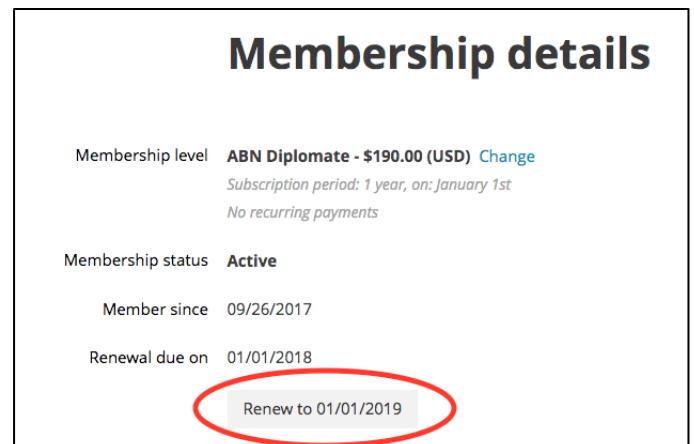
Step #2:

Review Membership Details

- Current membership level
- Membership Status
- Renewal Due Date

Step #3:

Click “Renew to XX/XX/XXX”



Step #4:

- Review and update all information.
- **Note: Click inside white area on page and scroll to complete all fields (ends with Directory Contact Information).**
- “Mandatory Fields” marked with: *

Membership renewal

Renew to 01/01/2019
Level ABN Diplomate - \$190.00 (USD)
Subscription period: 1 year, on: January 1st
No recurring payments
Current status Active

Cancel Update and next

Your profile * Mandatory fields

Background Information

First name

Nickname (if Applicable)
Please enter your preferred nickname, if any.

Middle Initial

Last name

Suffix (e.g., Jr., Sr.)

Date of Birth
Please enter your DOB. This information is for internal use only and is never made public.

Step #5:

Scroll to top of page and click “Update and next”

Membership renewal

Renew to 01/01/2019
Level ABN Diplomate - \$190.00 (USD)
Subscription period: 1 year, on: January 1st
No recurring payments
Current status Active

Cancel Update and next

Your profile * Mandatory fields

Review of Payment Options on Next Page



Step #6:

Chose your payment option

Membership renewal

Review and confirm

Renew to 01/01/2019
ABN Diplomate - \$190.00 (USD)
Subscription period: 1 year, on: January 1st
No recurring payments

Current Active
status

Total amount **\$190.00 (USD)**

VISA MASTERCARD DISCOVER AMERICAN EXPRESS
OFFLINE

Cancel Back Invoice me Pay with credit card PayPal Express Checkout

→ If paying online (easiest and preferred method):

Select either “Pay with credit card” or “PayPal Express Checkout” and follow all prompts until you receive a payment confirmation. Payments are securely processed and you will receive an automatic e-mail receipt.

→ If paying by check/money order:

Click “Invoice Me”. When mailing your payment, please enclose a printed copy of the invoice generated to ensure your payment will be attached to the correct account. Failure to enclose the appropriate invoice will delay processing your renewal. Note: a copy of the invoice was also e-mailed to you, which you can print at a later time, if needed. If you mail your payment, your membership will not be renewed until your check or money order is received and clears deposit.

Payable in US funds to: American Board of Professional Neuropsychology

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