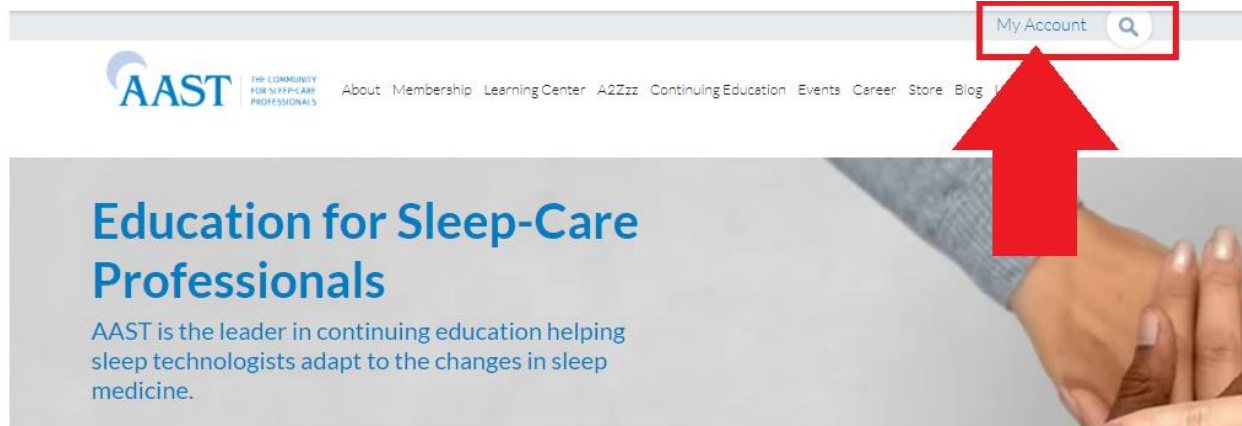
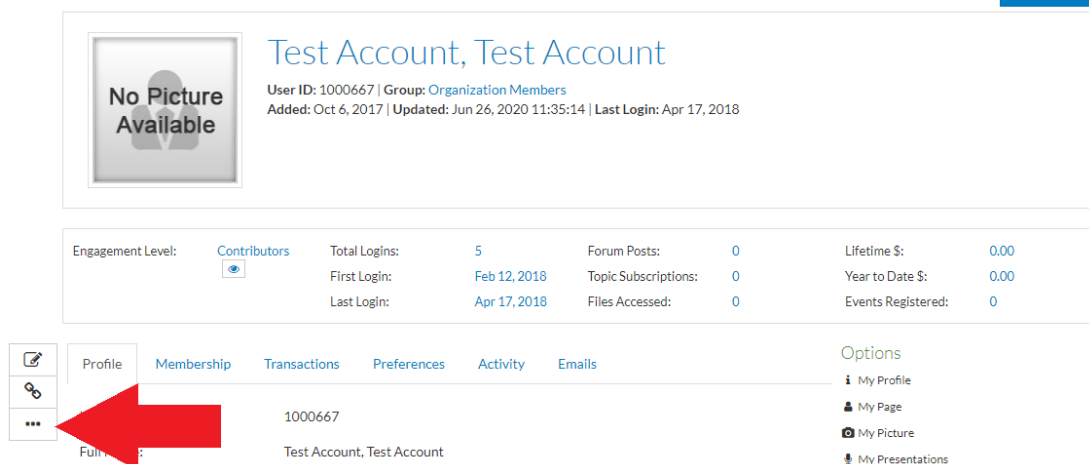


## AAST Membership Renewal Instructions.

1. Log into your AAST Account on [www.aastweb.org](http://www.aastweb.org).



2. Click on the ellipses/three dot icon to the left of your name.

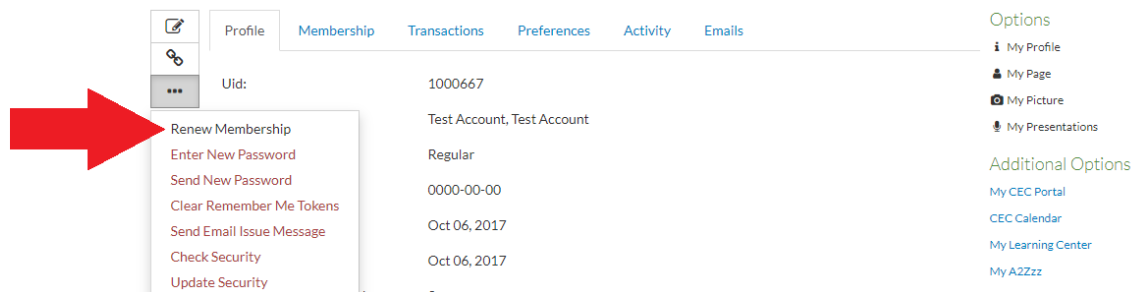


**Test Account, Test Account**  
 User ID: 1000667 | Group: Organization Members  
 Added: Oct 6, 2017 | Updated: Jun 26, 2020 11:35:14 | Last Login: Apr 17, 2018

Engagement Level:	Contributors	Total Logins:	5	Forum Posts:	0	Lifetime \$:	0.00
		First Login:	Feb 12, 2018	Topic Subscriptions:	0	Year to Date \$:	0.00
		Last Login:	Apr 17, 2018	Files Accessed:	0	Events Registered:	0

Options: My Profile, My Page, My Picture, My Presentations

3. Select “Renew Membership” if you are a current member. Proceed through the renewal prompts.



Options: My Profile, My Page, My Picture, My Presentations

Additional Options: My CEC Portal, CEC Calendar, My Learning Center, My A2Zzz



4. Select your payment option to complete your renewal. To pay by check, select the “Pay by Check” option as indicated below.

INVOICE

User Membership : Regular				
Item(s)	Qty	Price	Disc	Total
User Registration : Regular [Annual Membership] Test Account, Test Account (1000667)	1	140.00	0.00	140.00
			Total Amount Due	140.00
			Payments/Credits	0.00
			<b>Balance Due</b>	<b>140.00</b>
<i>Amount payable in US Dollar(s)</i>				

NOTE: Please use the option buttons below to pay for this invoice, your back button will not work.

Pay With Credit Card	Use this option to be taken to our secure credit card payment server to complete your transaction.
Pay by Check	Use this option if you plan on paying by check. This invoice will display with mailing instructions that you can print and mail back with your check. NOTE: Please make sure to review the guidelines to ensure payment is received by any appropriate cut-off dates.
Pay by Third Party	Use this option if this invoice is going to be paid for by a third party or as a part of a single group payment from your organization. This invoice will display with details on how to complete the transaction that you can print. NOTE: Please make sure to review the guidelines to ensure payment is received by any appropriate cut-off dates.
User Membership Page	Use this option to view more information about the user membership status. The invoice details will be stored, but will not be marked as paid. You can return to complete the process in the future. NOTE: This invoice is subject to be deleted if payment is not received by any appropriate cut-off dates.
Cancel	Use this option to cancel this invoice. This will delete all information and allow you to start the process again if needed.

**\*Please click the payment option once to avoid multiple transactions\***

Check payments should be made payment to the below address only:

AAST  
PO BOX 775303  
Chicago, IL 60677-5303

