

How to Join ARMA:

Follow these steps to become a member of ARMA International:

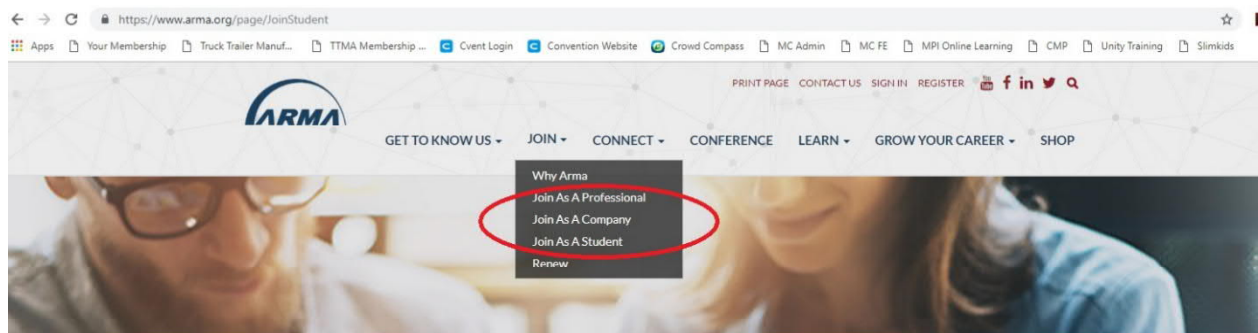
Via ARMA Staff

- o Send email inquiry to Membership@armaintl.org and an ARMA staff member will contact you and guide you through setting up your membership

Via the website: Start at www.ARMA.org

Click on Join and make the appropriate membership selection from the drop-down menu. Most members should choose “Join as a Professional.”

You may want to explore the other two options. “Join as a Company” applies to bulk individual memberships purchased by a company or “Join as a Student” if you are a full-time student.



- **Join as a Professional:**

- o There are two Professional Membership Options
 - Professional
 - Price: \$175 Annually
 - All benefits and inclusions of a Professional Membership are listed [on this page](#)
 - Associate
 - Price: \$95 Annually
 - All benefits and inclusions of an Associate Membership are listed [on this page](#)
- o Click the red “Join Now!” Button
- o Select Your Member Type:
 - Professional
 - Associate
 - Non-Member
 - Please note: this option only creates an account, it will not lead to a membership.
- o Select Continue
- o Get Connected!

- Here you have multiple options
 - If you already have an account, click where indicated to login and join/upgrade your membership
 - Register using a social media profile
 - Click where indicated to login with Facebook or LinkedIn
 - Register by creating a username
 - Usernames must contain only letters and/or numbers that is between 4 and 20 characters in length
 - Click to indicate you are not a robot
- Confirm your membership selection and price
- Member Information
 - You will enter all your member profile information on this page
 - To change the privacy setting of a particular profile field, click the icon to the left of the field and select your preferred level of security. Available privacy settings may vary by account type.
 - **Public (Visible to Everyone):** This setting allows both members and non-members to view the information in the corresponding field.
 - **Members Only (Visible Only to Members):** This setting allows only members of the association to see the information in the corresponding field.
 - **Private (not visible in profile):** This setting makes the field completely hidden to other members or non-members. Only you (and our staff) are able to see the information in the corresponding field.
 - **Individual Referral:** In the member profile section, under Additional Information, there is a field to include what individual or company referred you into our community. Please mention that person or company if you were referred.
 - Once you have completed entering all information hit "Submit"
 - All required fields marked with an * must be filled out
 - Your password must be a minimum of eight (8) characters in length and contain at least one number and one non-numeric character (letters, punctuation, etc.)
- Membership Dues
 - Here is where you will have the option to join a local chapter
 - Select the appropriate chapter(s) you wish to join from the list of chapters under "Group Membership"
 - The amount of the selected chapters' yearly dues will be added to your total membership dues amount
 - Enter your billing information
 - Select your payment method
 - Click on "Submit Securely"

- Please note: If you pay by credit card or e-check, your account will be set to renew automatically. The auto-renew invoice can be cancelled in your member profile under “Invoices.”
- O You are now Professional or Associate Member of ARMA International and are immediately entitled to all the benefits included in your membership type
 - If you elected to join a local chapter your name will be added to the chapter’s membership roster. You should expect to be contacted by that chapter in a timely manner.