Please follow the steps below for renewing your Individual Membership

METHOD 1

1. Go to the OWAA homepage at owaa.org
2. Do not log into your account. If you are already logged in, either log out or open an incognito window and repeat step 1.
3. Under the Join & Support drop down menu, select “Apply or Renew”. Scroll down to the blue renew button. (“You can also click the “Join Now” button at the top of the page and will see the same pop up appear for step 4)
4. A pop up will appear that looks like the screenshot below. Select renew/change.

5. The "individual" radio button should already be selected but if it is not, be sure to click the “individual” radio button. Enter either your membership number OR your name and email as it appears in our database. (If you are unsure of either of these, reach out to info@owaa.org). Select "Search Membership" for your membership and click renew.

continue to the next page...
6. You will be taken to another page for checkout and see the membership renewal in your cart. **Scroll down and you will be prompted for your card.**
7. Click checkout and you will see the page change and look like the screenshot below.

8. In a few moments after your payment processes, you will receive a pending approval email. Once your payment is processed, you will receive an approval email and a receipt.

Continue to next page for a second way to renew your membership...
Please follow the steps below for renewing your Individual Membership

METHOD 2

1. Go to the OWAA homepage at owaa.org
2. Log into your account.
3. On the dropdown with your name, click "My Transactions" (see the screenshot below).

![Screenshot of OWAA homepage]

4. Select the membership tab.

![Transaction information]

5. **Select the Renew button.** You will be redirected to a page with a header that says "Apply Now" and has different steps for current, former, and new members. Scroll down the page. You will find your membership type listed (Active, Associate, Student etc). Continue to scroll down. **You should be seeing information from your original application (address, professional skills, etc). You can take this opportunity to update this information or just continue to scroll to the bottom of the page.**

continue to the next page...
Thank you for your continued support of OWAA!

We appreciate your attention to this process, which we hope will save you time as you renew.

If you have any questions about the steps above, please don’t hesitate to reach out to info@owaa.org.