

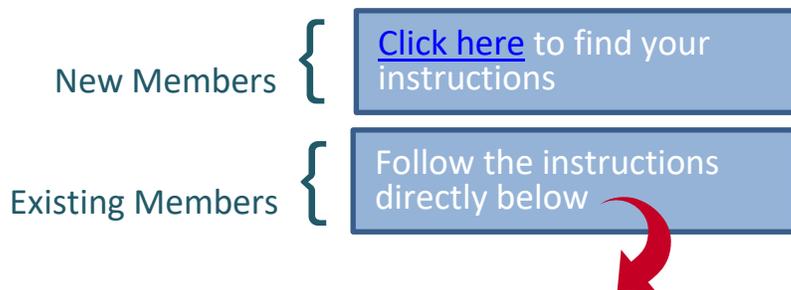


## USLCA Chapter Group Membership

**Chapter Name:** Wisconsin Association of Lactation Consultants

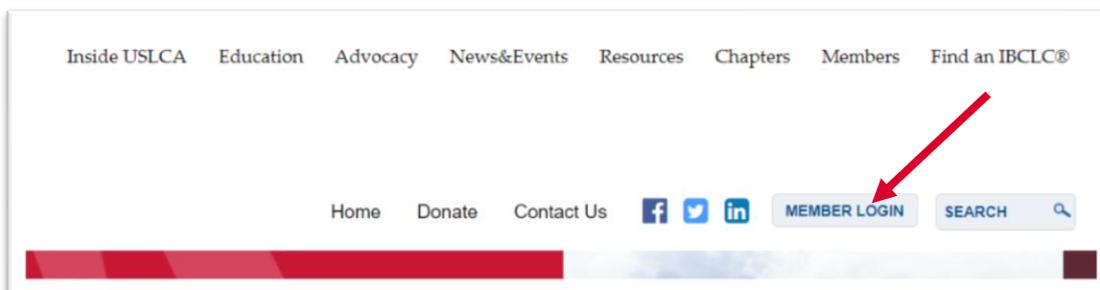
**Discount Code:** walc2019

Congratulations! A group membership code has been created for your chapter. Please follow the instructions below to redeem your discount code and update your member profile.



### Instructions for Existing Members

1. Please log into your account here: [www.uslca.org/my-account](http://www.uslca.org/my-account). If you do not know your password, please use the "Request Password" option located through the same link.



2. Once you've logged into your account, please review the data that populates in the fields to ensure the information is correct.

Account Profile Directory Additional History Card Sign Out

Name (First and Last)  
Example Individual Profile

Mailing Address (for Clinical Lactation)  
City, state/province, postal code

Find a Lactation Consultant Profile Address  
Chicago IL 60602, US

Email  
karenso322@gmail.com

Alternate Email (not for member sign-in)

Cell Phone

3. Next, scroll towards the bottom of your “Account” tab. You should see a section that lists your previous/current membership level.

### Group

Please enter your Group Discount Code here. This code will be in place of credit card information for your purchase. You must apply the code and save your changes for your redemption to take effect.

Group memberships are open to 5+ individuals who join together at once, without a Group Membership code you'll be charged the full \$85.

Membership past due since Sep 13 2018

[Upgrade or Change Options](#)

4. This next may look a little different for everyone, depending on your previous membership level.
- If you were a group member last year, you should see “Group” listed as your membership level. You **do not** need to select “Upgrade or Change Options”. Instead, continue scrolling to the payment fields below.
  - If you previously had a membership level other than “Group”, you’ll need to **select the “Upgrade or Change Options” button**. And, then select the “Group” option.

### Individual

Open to any lactation professional.

Membership past due since Sep 13 2018

[Upgrade or Change Options](#)

Contributing Professional  
Make an extra contribution and be recognized

Monthly  
Spread your payments out over the year with small monthly payments of \$9.

**Group**  
Please enter your Group Discount Code here. This code will be in place of credit card information for your purchase. You must apply the code and save your changes for your redemption to take effect.

Group memberships are open to 5+ individuals who join together at once, without a Group Membership code you'll be charged the full \$85.

Individual  
Open to any lactation professional.

Retired  
Opened to those 65 or older who have been a USLCA member for at least 3 years. Retired membership includes a digital subscription to Clinical Lactation.

5. After you've ensured that your membership level is set to "Group", scroll to the very bottom of the page. You will find payment fields to "Pay Online".
  - a. In the field labeled "Discount Code", enter the code you were given by your group organizer.
  - b. Click "Apply". You will then see "\$10 Discount Applied".
  - c. Complete the credit card payment information.
  - d. Lastly, be sure to click "Save & Continue" to activate your membership.

The image shows a screenshot of a web form titled "Pay online". The form displays the following information: "Pay online", "\$85 / year", and "\$75 payment due today for period through Sep 17 2019". Below this, there are several input fields: "Name on card", "Billing address", "City, state/province, postal code", and "Credit/debit card number" (with sub-fields for "Card number" and "MM / YY"). A "Discount code" field contains the text "chaptercode" and an "Apply" button. Below the discount code field, it says "\$10 discount applied". At the bottom of the form, there are two buttons: "Save & Continue" (with a checkmark icon) and "Skip".

Four red arrows with callout boxes labeled a, b, c, and d point to specific elements in the form:

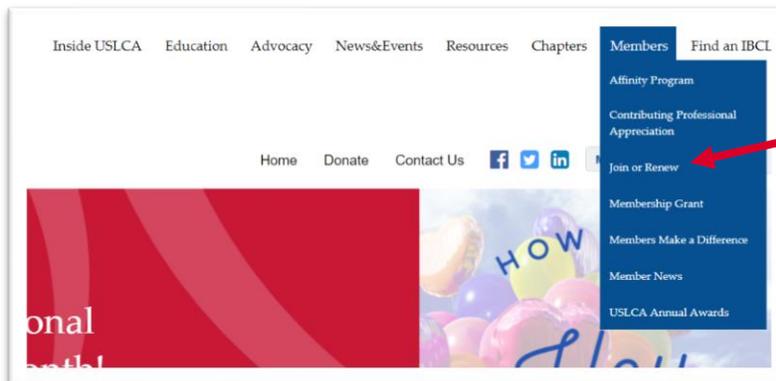
- Callout **a** points to the "Discount code" input field.
- Callout **b** points to the "Apply" button.
- Callout **c** points to the "Billing address" input field.
- Callout **d** points to the "Save & Continue" button.

6. Now that you have activated your membership, you may continue through the profile settings to optimize your USLCA profile. Be sure to click "Save & Continue" at the bottom of every page before proceeding to the next. If you would like to view a short tutorial on optimizing your profile, you can visit, [www.uslca.org/individual-profile](http://www.uslca.org/individual-profile).

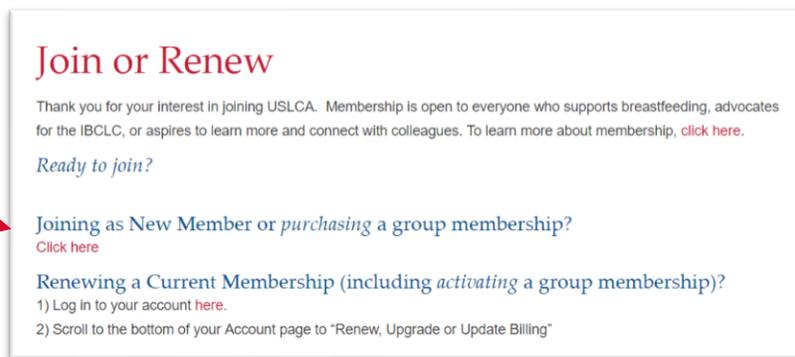
For questions, contact the USLCA office at 202-738-1125 or [info@uslca.org](mailto:info@uslca.org)

## Instructions for New Members

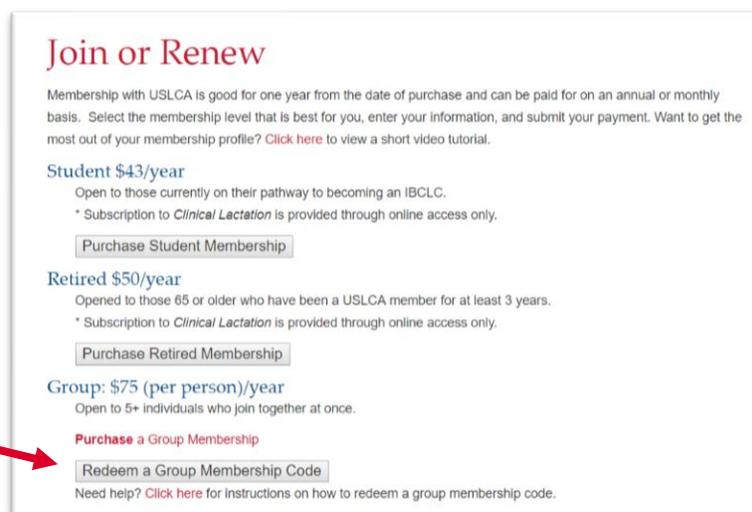
1. Visit [www.uslca.org](http://www.uslca.org). Under the “Members” tab, select the “Join/Renew” option.



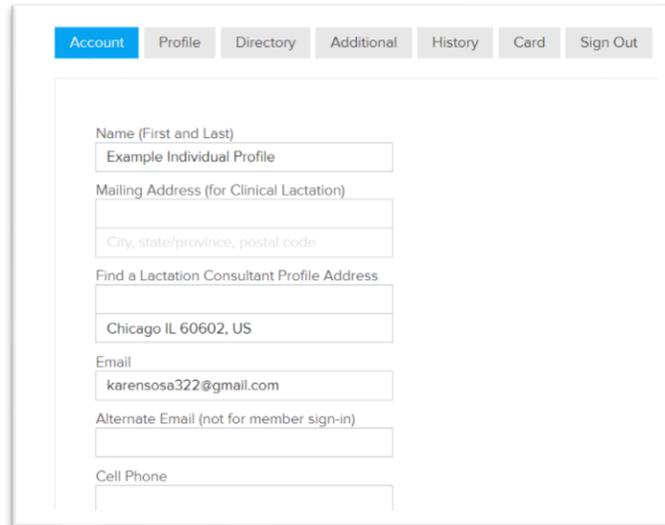
2. Click the “Joining as New Member” option.



3. Select the option to “**Redeem a Group Membership Code**” located under the Group membership level.

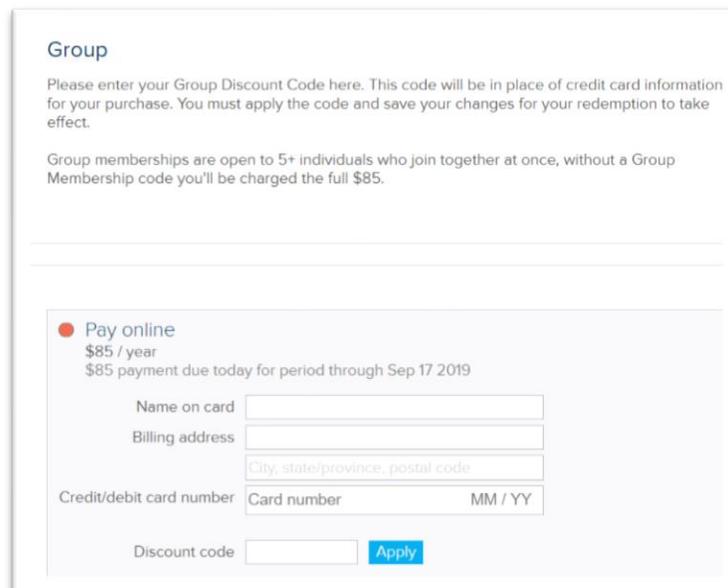


4. Please enter your account information in the fields that appear.



The screenshot shows a web form with a navigation bar at the top containing tabs: Account (highlighted in blue), Profile, Directory, Additional, History, Card, and Sign Out. Below the navigation bar, the form contains several input fields with labels: "Name (First and Last)" with the value "Example Individual Profile"; "Mailing Address (for Clinical Lactation)" with a placeholder "City, state/province, postal code"; "Find a Lactation Consultant Profile Address" with the value "Chicago IL 60602, US"; "Email" with the value "karensosa322@gmail.com"; "Alternate Email (not for member sign-in)" which is empty; and "Cell Phone" which is empty.

5. After completing your account information, please scroll down. You should see “Group” listed as your membership level. Directly below this, you should see payment fields, including a “Discount code” field.



The screenshot shows a section titled "Group" with the following text: "Please enter your Group Discount Code here. This code will be in place of credit card information for your purchase. You must apply the code and save your changes for your redemption to take effect." Below this, it states: "Group memberships are open to 5+ individuals who join together at once, without a Group Membership code you'll be charged the full \$85." A horizontal line separates this from the payment section. The payment section is titled "Pay online" and includes the text: "\$85 / year" and "\$85 payment due today for period through Sep 17 2019". It contains several input fields: "Name on card", "Billing address" with a placeholder "City, state/province, postal code", "Credit/debit card number" with sub-fields for "Card number" and "MM / YY", and "Discount code" with an "Apply" button next to it.

6. In the payment fields, please complete the following:

- a. In the field labeled “Discount Code”, enter the code you were given by your group organizer.
- b. Click “Apply”. You will then see “\$10 Discount Applied”.
- c. Complete the credit card payment information.
- d. Lastly, be sure to click “Save & Continue” to activate your membership.

The image shows a screenshot of a 'Pay online' form. At the top, it says 'Pay online' with a red dot, followed by '\$85 / year' and '\$75 payment due today for period through Sep 17 2019'. Below this are several input fields: 'Name on card', 'Billing address', and 'City, state/province, postal code'. Under 'Credit/debit card number', there are two sub-fields: 'Card number' and 'MM / YY'. A 'Discount code' field contains 'chaptercode' and an 'Apply' button. Below the discount code, it says '\$10 discount applied'. At the bottom of the form are two buttons: 'Save & Continue' (with a checkmark) and 'Skip'. Four red arrows point from boxes labeled 'a', 'b', 'c', and 'd' to specific parts of the form: 'a' points to the 'Discount code' field, 'b' points to the 'Apply' button, 'c' points to the 'City, state/province, postal code' field, and 'd' points to the 'Save & Continue' button.

7. Now that you have activated your membership, you may continue through the profile settings to optimize your USLCA profile. Be sure to click “*Save & Continue*” at the bottom of every page before proceeding to the next. If you would like to view a short tutorial on optimizing your profile, you can visit, [www.uslca.org/individual-profile](http://www.uslca.org/individual-profile).

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