

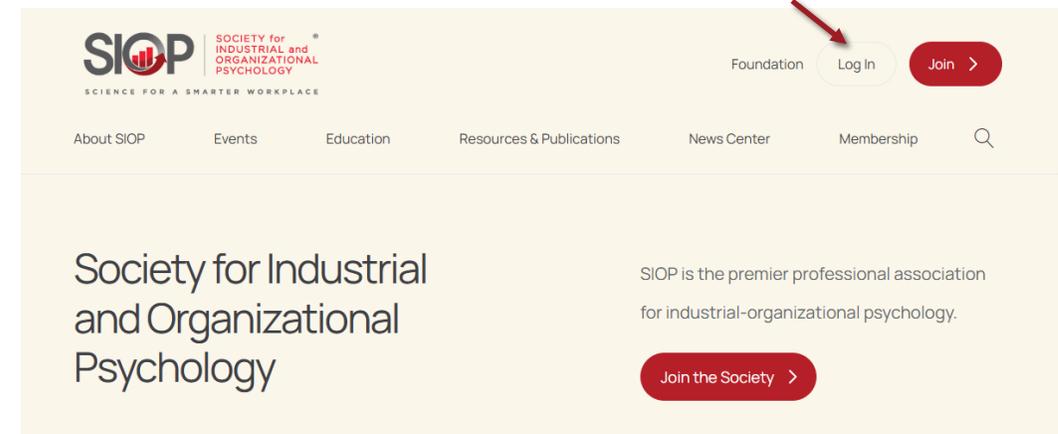


## How to Renew Your Lapsed Membership

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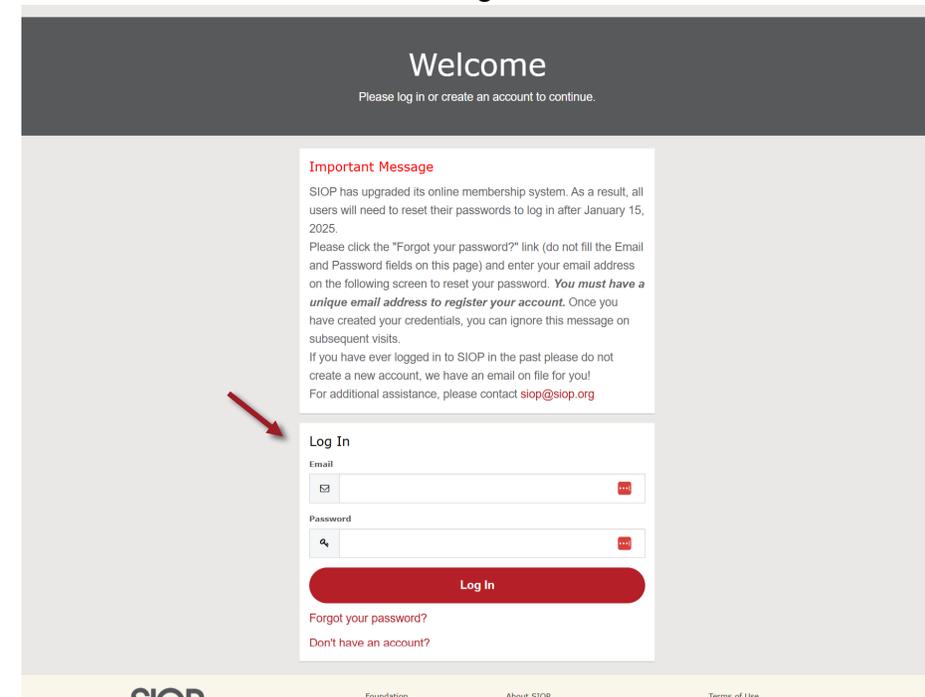
1. Go to <https://www.siop.org/>
2. Click the **Log In** button in the upper right-hand corner (see Image 1)

Image 1



3. Enter in your login information (see Image 2)
4. Click the red **Log In** button

Image 2



5. Click on **My Account** in the upper right-hand corner.  
(see Image 3)



6. You will be brought to your "Personal Snapshot" page.  
(see Image 4)

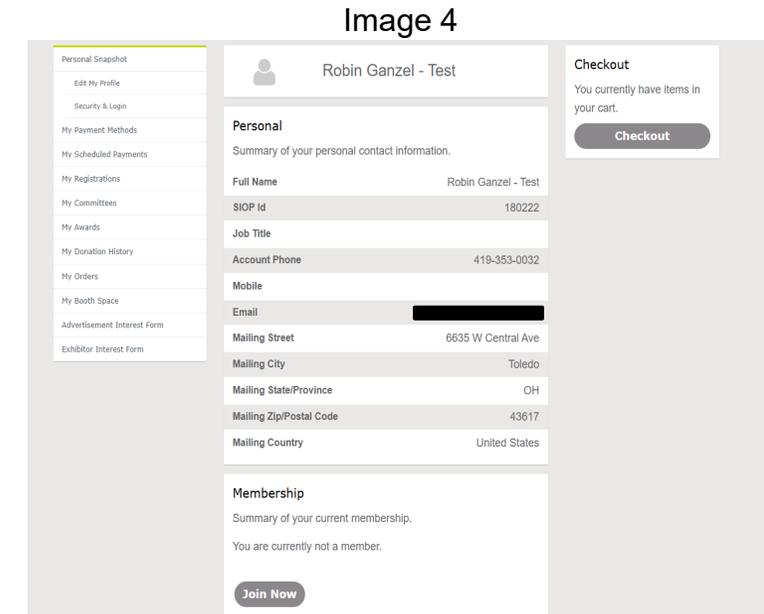
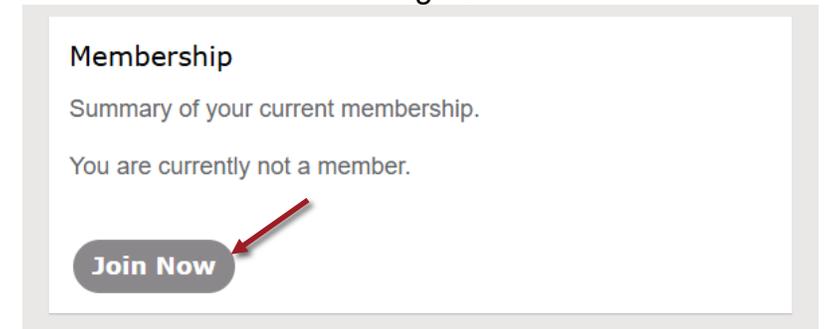
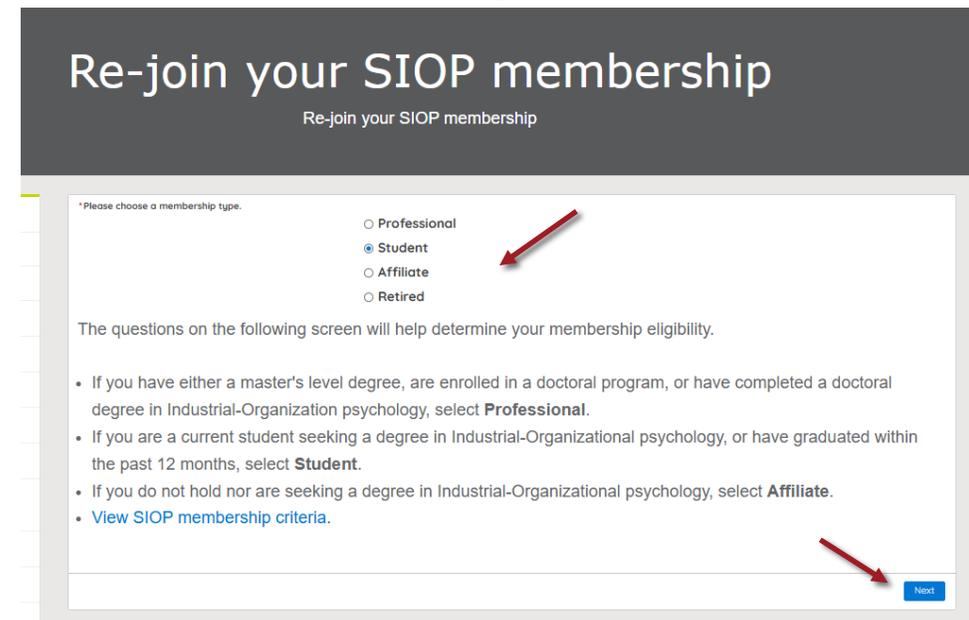


Image 5



7. Despite renewing a lapsed membership, please click the **Join Now** button.  
(see Image 5)

Image 6



8. Next, choose which membership type you need to renew from the options listed. Click the blue **Next** button once selected.  
(see Image 6)

**\*\*For Student Members ONLY\*\***

(all other membership types can skip to page 6)

IF you are a Student member and you receive the message in the image to the right, click on the "Edit My Profile" link.

Scroll to the bottom of the Personal Snapshot page to the box titled Institution Details. Enter in or update your Expected Graduation Date.

**\*If your graduation date is more than 12 months in the past, you will be required to upgrade your membership.**

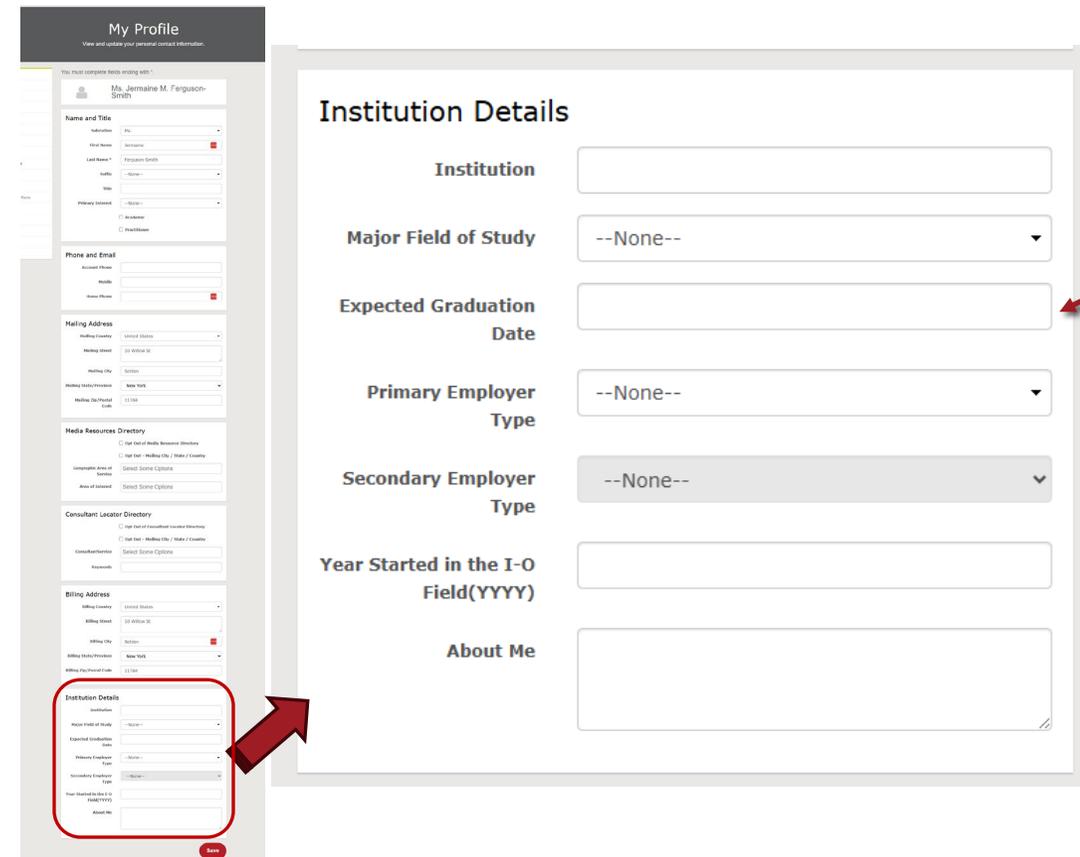
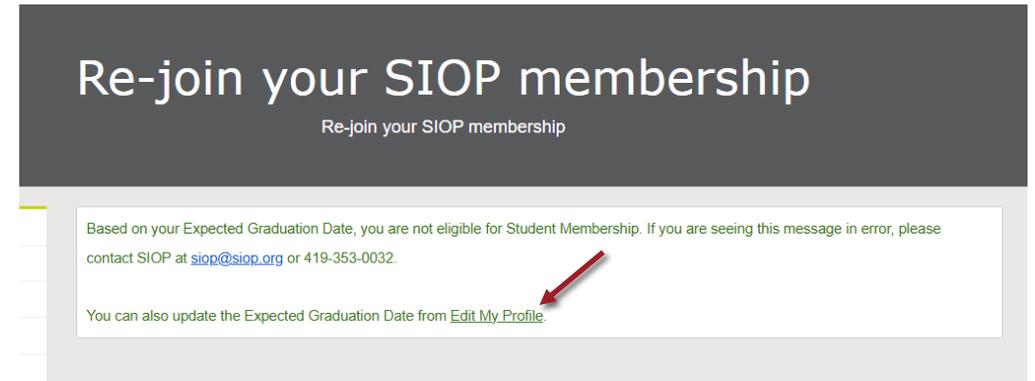


Image 7

9. You will be brought to a "SIOP Research Access Subscriptions" page where you can opt to purchase a one-year subscription to the SIOP Research Gateway (SRG) (this is optional), if you wish to subscribe, just check the box indicated by the blue arrow.  
(see Image 7)

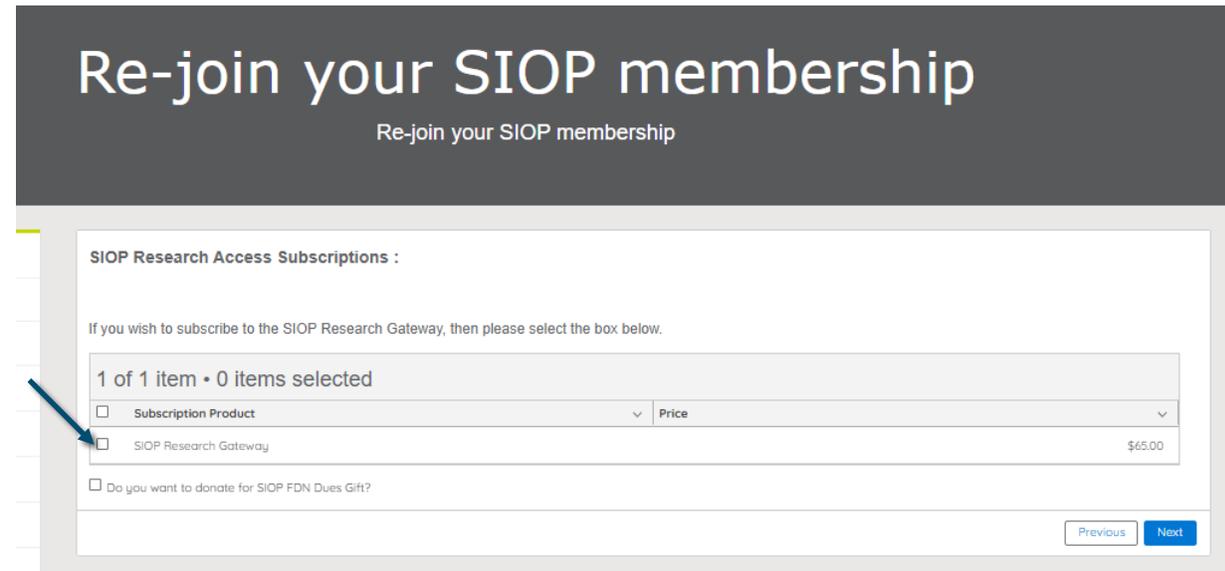
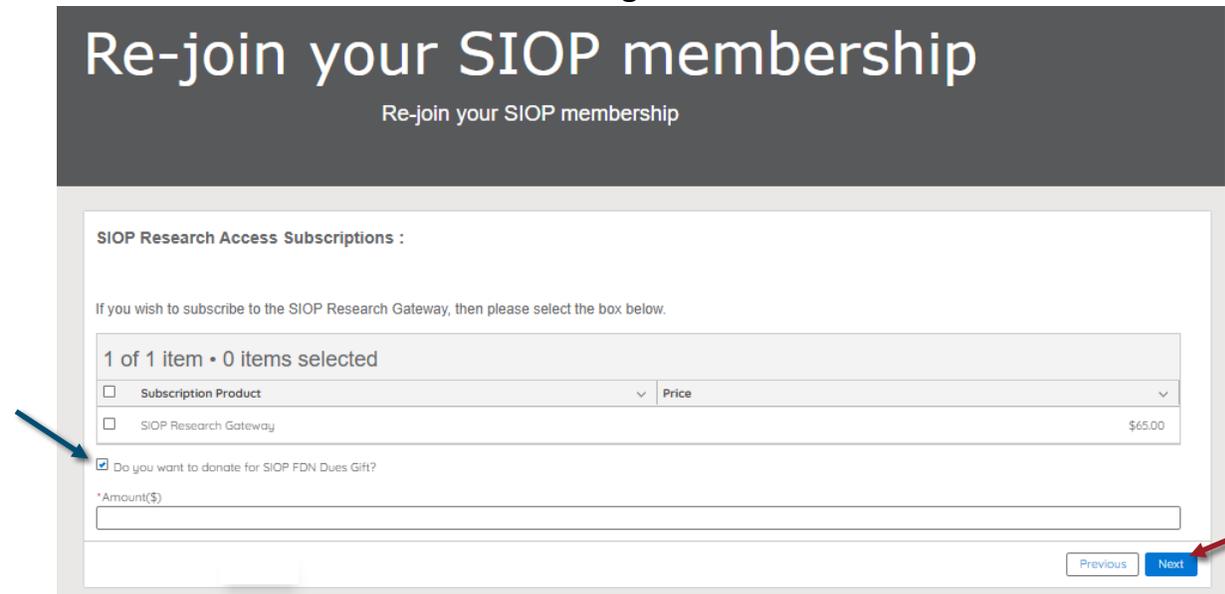


Image 8

10. You will also have the option to donate to the SIOP Foundation. To do so, please check the box indicated. Once checked, a new box will open for you to enter in your desired donation amount.
11. Once you've made all your selections, hit the blue **Next** button.  
(see Image 8)



12. If you **choose not to** subscribe to SRG nor donate, you will be taken to the checkout screen to complete your transaction. (see Image 9a)

13. If you **choose to** subscribe to SRG and/or donate, you will be taken to the checkout screen to complete the transaction with those additions added. (see Image 9b)

### Image 9a

#### Checkout

Review your selection and pay

I understand my SIOP membership is not active, nor is the application submitted, until payment is received.

I Agree

Membership for Robin Ganzel - Test	5/1/2025 - 6/30/2026	Total Price
Student Membership Dues		\$59.00

Coupon Code  
Limit one per order.  
Code:

My Payment Methods  
You don't have any payment methods saved at this moment. You can pay through a Credit Card and if required, save it for future use.

Payment Type  
 Pay Now - Saved Payment  
 Pay Now - New Credit Card

Billing Address  
Country: United States  
Street: 6635 W Central Ave  
City: Toledo  
State/Province: OH  
Zip/Postal Code: 43617

Credit or Debit Card  
Name on Card \*   
Card Number \*   
Security Code \*   
Expiration Date \* 05 2025  
Save for Future Use

Total Details  
Grand Total \$59.00  
Balance \$59.00

### Image 9b

#### Checkout

Review your selection and pay

I understand my SIOP membership is not active, nor is the application submitted, until payment is received.

I Agree

Membership for Robin Ganzel - Test	5/1/2025 - 6/30/2026	Total Price
Student Membership Dues		\$59.00

Subscription for Robin Ganzel - Test		Total Price
SIOP Research Gateway		\$65.00

Product	Quantity	Total Price
SIOP PDN Dues Gift	1	\$25.00

Coupon Code  
Limit one per order.  
Code:

My Payment Methods  
You don't have any payment methods saved at this moment. You can pay through a Credit Card and if required, save it for future use.

Payment Type  
 Pay Now - Saved Payment  
 Pay Now - New Credit Card

Billing Address  
Country: United States  
Street: 6635 W Central Ave  
City: Toledo  
State/Province: OH  
Zip/Postal Code: 43617

Credit or Debit Card  
Name on Card \*   
Card Number \*   
Security Code \*   
Expiration Date \* 05 2025  
Save for Future Use

Total Details  
Grand Total \$149.00  
Balance \$149.00

Image 10

**Checkout**  
Review your selection and pay

I Agree

**Membership for Robin Ganzel - Test**  
5/1/2025 - 6/30/2026  
Total Price: \$59.00  
Student Membership Dues

**Subscription for Robin Ganzel - Test**  
-  
Total Price: \$65.00  
SIOP Research Gateway

**Donation Products**

Product	Quantity	Total Price
SIOP FDN Dues OR	1	\$25.00

**Coupon Code**  
Limit one per order.  
Code:   
**Apply**

**My Payment Methods**  
You don't have any payment methods saved at this moment. You can pay through a Credit Card and if required, save it for future use.

**Payment Type**  
 Pay Now - Saved Payment  
 Pay Now - New Credit Card

**Billing Address**  
Country: United States  
Street: 6635 W Central Ave  
City: Toledo  
State/Province: OH  
Zip/Postal Code: 43617

**Credit or Debit Card**  
Name on Card \*  
Card Number \*  
Security Code \*  
Expiration Date \* 05 2025  
Save for Future Use

**Total Details**  
Grand Total: \$149.00  
Balance: \$149.00

**Submit**

## 14. To check out:

- Ensure you check "I Agree" in the first box.
- Check over the charges for accuracy (1-3 boxes depending on the choices you made in the previous screen).
- Scroll down and enter/verify your billing address.
- Scroll further to enter in your payment information.
- Finally, hit the red **Submit** button to complete your renewal.  
(see Image 10)

Image 11

15. Finally, you will be brought to your order summary page. Here, you can view what you purchased and print a copy. (see Image 11)

**Order Summary**  
You're all set.

**Order**  
Order #0000189  
Transaction Date 5/2/2025  
Grand Total \$149.00

**Bill To**  
Robin Ganzel - Test  
6635 W Central Ave  
Toledo, OH 43617  
United States

**Print**

**Membership for Robin Ganzel - Test**  
5/1/2025 - 6/30/2026

	Total Price
Student Membership Dues	\$59.00

**Subscription for Robin Ganzel - Test**  
-

	Total Price
SIOF Research Gateway	\$65.00

**Donation Products**

Product	Quantity	Total Price
SIOF FDN Dues Gift	1	\$25.00

**Total Details**

Grand Total	\$149.00
Total Payment VISA ending in 1111	\$149.00
Balance	\$0.00

If at anytime during this process you encounter any issues or have questions, please reach out to us at [siop@siop.org](mailto:siop@siop.org).