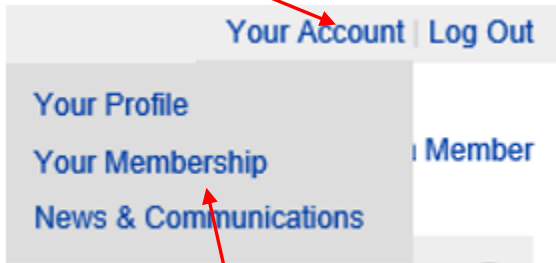


Adding CFA Society of Austin Membership

1. Go to www.cfainstitute.org
2. Login to “Your Account” (top right corner of the screen)



3. Click on “Your Membership” in the drop-down menu
4. Click on Your “Membership and Society Applications”

A screenshot of the 'Your Membership' page. At the top, there is a blue navigation bar with links: Home, Programs, Integrity & Standards, Insights & Learning, Community, and About. Below this is a yellow banner for 'Website Maintenance' stating that password-protected pages will be unavailable on Friday, 29 December 2017, from approximately 5:00 p.m. The breadcrumb trail reads 'Home / Your Account / Your Membership'. The main heading is 'Your Membership'. Below this is a grey box containing membership details: 'CFA Institute Member Type: Regular, Dues paid through 30 June 2018'; 'Professional Conduct Statement: Filed Calendar Year 2017'; and 'Society Membership: CFA Society Austin, Dues paid through 30 June 2018'. Below the grey box is a section titled 'Manage Your Memberships' with a green header. This section contains four links: 'Your Membership and Society Applications' (with a subtext 'Manage your applications.'), 'Renew membership' (with a subtext 'Renew your membership or change your status.'), 'View membership status', and 'View Professional Conduct Statement history'. A red arrow points from the text 'Click on Your "Membership and Society Applications"' to the 'Your Membership and Society Applications' link.


Re: Adding CFA Society of Austin Membership (cont'd)

5. Click on Manage “Member Society and Society Applications” click o

Membership

- [Manage Member and Society Applications](#)
- [View My References](#)
- [View My Memberships](#)
- [Manage My Memberships](#)
- [View Professional Conduct History](#)
- [View Continuing Education History](#)

6. Click on “Edit” on the first line of the Saved

 **CFA Institute** [Societies](#) | [Contact Us](#) | [Help](#) | [Log Out](#)

[< Return to Manage Account](#)

My Applications

Manage Your Member and Society Applications

The following options are available:

- Check an application status (see list of [status definitions](#))
- Submit a new application for regular or affiliate membership (learn more about the [types of membership](#))
- Withdraw an application for membership by clicking “Begin Withdrawal”

Name	Status	Created	Type	Recommended Member Type	Decision Days Remaining	Approved Work Experience Months	Submitted Work Experience Months	Edit
1-230E163 - Society Not Selected	Saved	11/5/2014	New	Regular		0	0	Edit
1-4P6KMN - CFA Society of Austin	Approved	6/24/2009	New	Regular		0	0	

[Return to Manage Account](#) [Begin Withdrawal](#)

7. Click on “Start Application” – both lead applicate to the same location.

[< Return to Manage Account](#)

You have completed 0 of 1 sections required to submit your application for [regular membership](#) [Start Application](#)

Select Society ([Edit](#))

You have not started this section. [Start Section](#)

When you apply for membership with CFA Institute, you will apply concurrently for membership in a CFA society.

You have completed 0 of 1 sections required to submit your application for [regular membership](#) [Start Application](#)

8. Add Austin to "Search" box and click "Select" to finish application

Select Society **Submit**

When you apply for membership in CFA Institute, you concurrently apply for a society. This allows your application and references to be reviewed by the global team at CFA Institute and by the Membership Chair of the local society. This two-tier review ensures that your application is given thorough consideration.

Society membership is voluntary and highly recommended. Your application to a society is an introduction to a community of professionals who are committed to highest standards of ethics, education and professional excellence. Accepting a society's invitation to join provides you with access to lifelong learning and opportunities to participate in the local investment community.

Learn more about the benefits of [society membership](#).

The Office of Foreign Asset Control ("OFAC") prohibits U.S. companies from doing business with individuals who live in countries that are subject to certain sanctions. *If you attempt to become a CFA Institute or Society Member despite a sanction that prohibits CFA Institute from doing business with you, we are legally required to cancel your registration and cannot refund your payment. See the OFAC website for details: [OFAC Compliance Policy](#).*

Choose a society using the tabs below.

Search by Name Search by Country

Select Society

Search for societies by name.

CFA Society Austin| X **Select**

Previous