



Washington State Society for  
**Clinical Social Work**  
Identity • Integrity • Diversity

## Online Membership Renewal & Payment Instructions

If you would like to manually renew (Administrator renews for you), please contact Aimee: [admin@wsscsw.org](mailto:admin@wsscsw.org), for the manual renewal form. Please note there is a \$10.00 charge for manual renewals.

**Login:** Enter your email address and password in the fields in the upper right corner of the page. If you don't know your password, **select "forgot password"** to reset it. An email message will be sent to the address associated with your WSSCSW member account with a new password.

**Select View Profile** (found by clicking on your name) View Profile Change Password Logout

From this page you can:

Select Change Membership Level if you need to change membership level (Student to Associate to General to Premium)

**Select** your new membership level

Note: ***This is where you have the option to select Automatic Payment***, which is our Auto-Renew option.

- Click **Next** to continue with renewal.
- Review your membership profile. Update any information as needed.
- If everything is correct, select **Update and Next** to continue
- If something is incorrect, select Cancel and start again at Step 3

This is your opportunity to make a contribution to our lobbyists. Please consider doing so.

Review membership level and payment information on screen.

If correct, select **Confirm and Proceed with Payment**.

If incorrect select Back to return to previous screen.

### Payment

To pay online using AffiniPay, select **Pay Online**.

To pay with a check, mail your check to:

WSSCSW  
PO Box 252  
Everett, WA 98206

If you have any questions as you're renewing contact, Nathaniel Amos, LICSW, President-Elect ([Nathaniel.amos@gmail.com](mailto:Nathaniel.amos@gmail.com)) or Aimee Roos ([admin@wsscsw.org](mailto:admin@wsscsw.org)) Executive Administrator.

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