

## Guide On How To Access Member Portal To Renew Membership

### Step 1: Visit our Website

- Go to [iaa.org.sg](http://iaa.org.sg)
- Click on Member Portal located on the top right-hand corner.

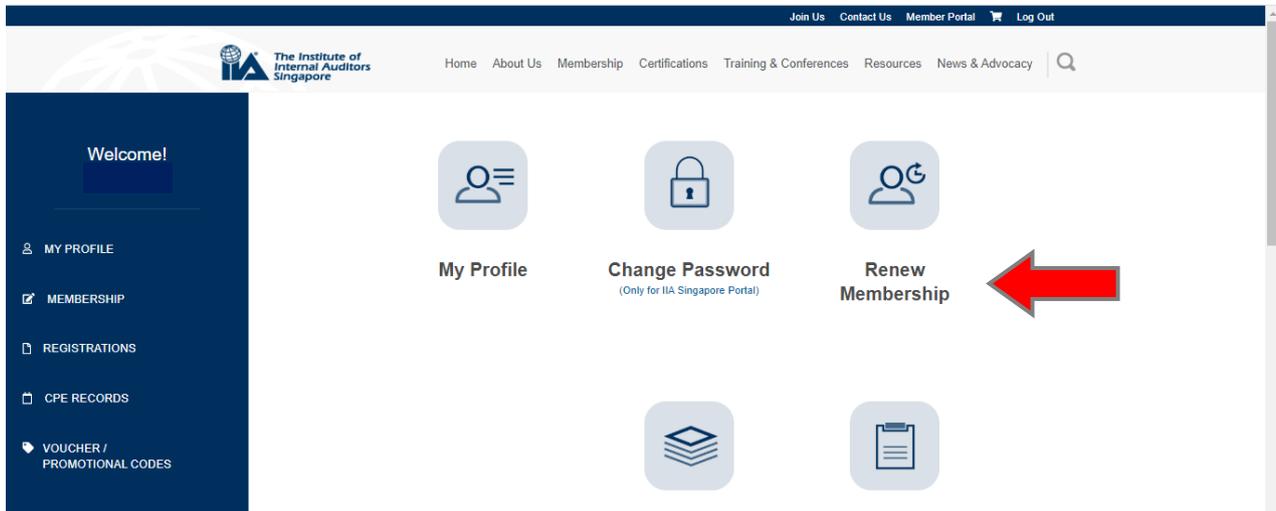
### Step 2: Log in to your Account

- Enter your username and password. Use your email address that has been registered with IIA Singapore.

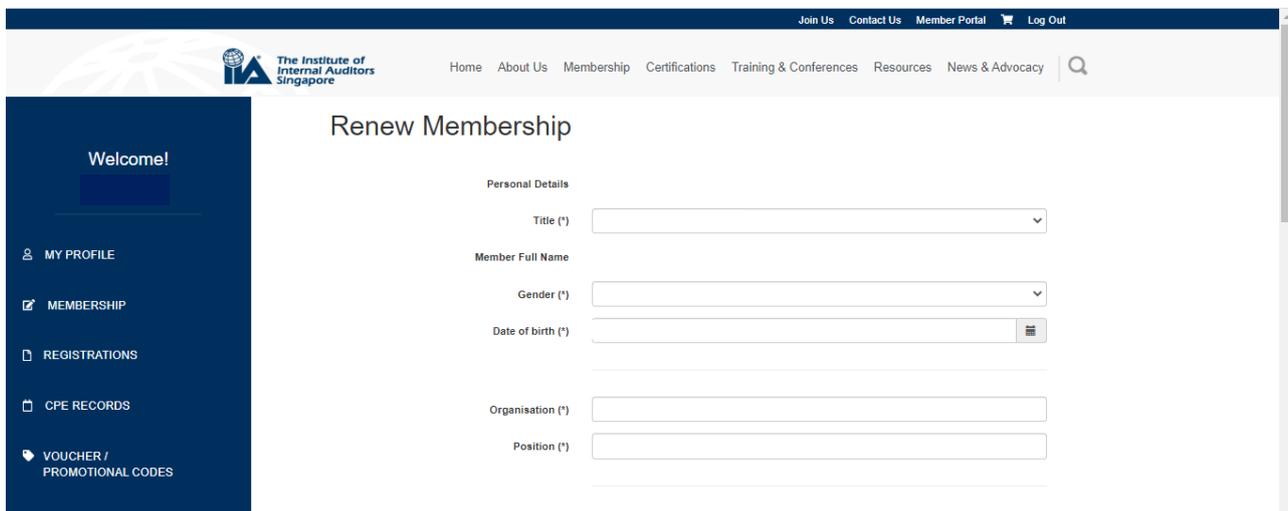


### Step 3: Renew your Membership

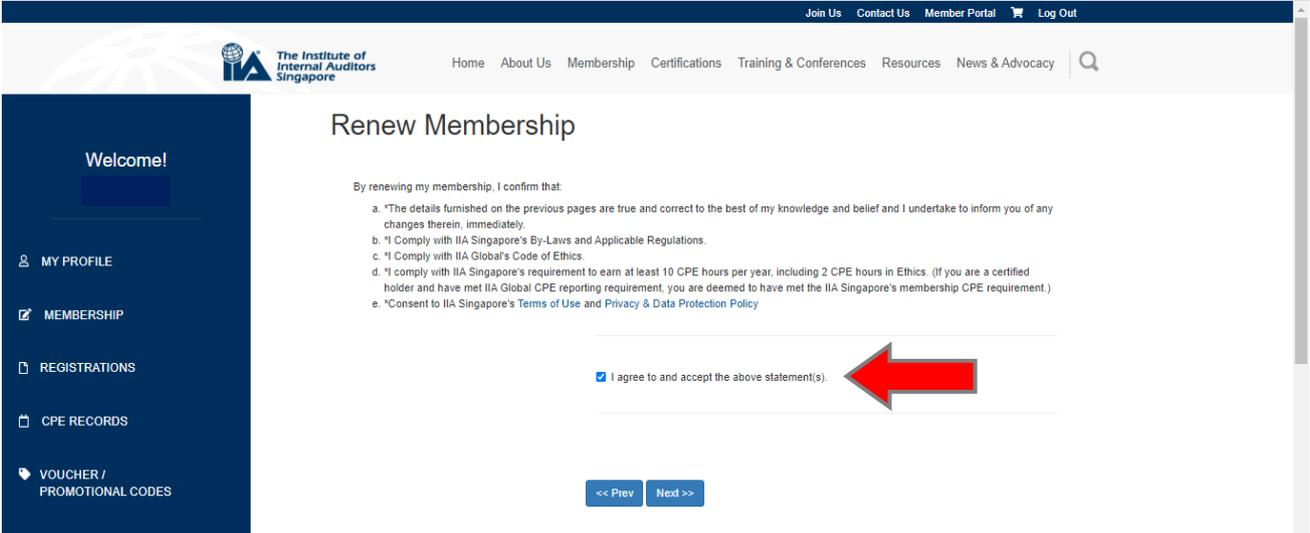
- After you have logged in, you should see the landing page. Click on Renew Membership.



- Update your profile. Fields that are marked with asterisk (\*) are mandatory.



- Tick the checkbox to accept the statements. Then, click Next.



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Welcome!

MY PROFILE

**MEMBERSHIP**

REGISTRATIONS

CPE RECORDS

VOUCHER / PROMOTIONAL CODES

## Renew Membership

By renewing my membership, I confirm that:

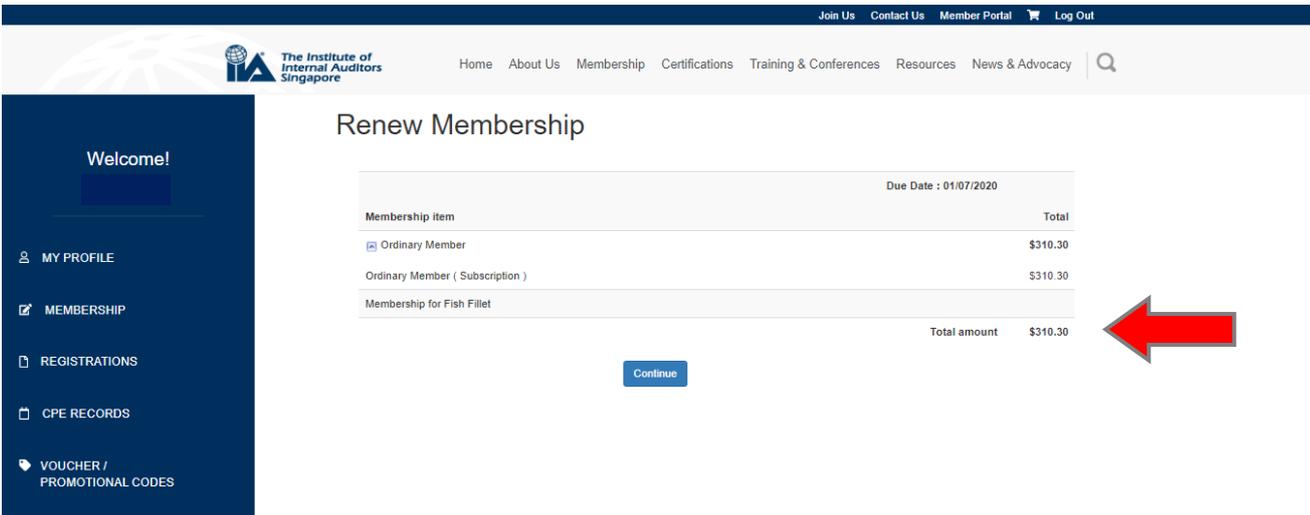
- The details furnished on the previous pages are true and correct to the best of my knowledge and belief and I undertake to inform you of any changes therein, immediately.
- I Comply with IIA Singapore's By-Laws and Applicable Regulations.
- I Comply with IIA Global's Code of Ethics.
- I comply with IIA Singapore's requirement to earn at least 10 CPE hours per year, including 2 CPE hours in Ethics. (If you are a certified holder and have met IIA Global CPE reporting requirement, you are deemed to have met the IIA Singapore's membership CPE requirement.)
- Consent to IIA Singapore's Terms of Use and Privacy & Data Protection Policy

I agree to and accept the above statement(s).

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#### Step 4: Pay your Membership Fee

- You should see the page detailing your membership fee (inclusive of GST). Click on Continue.



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## Renew Membership

Due Date : 01/07/2020

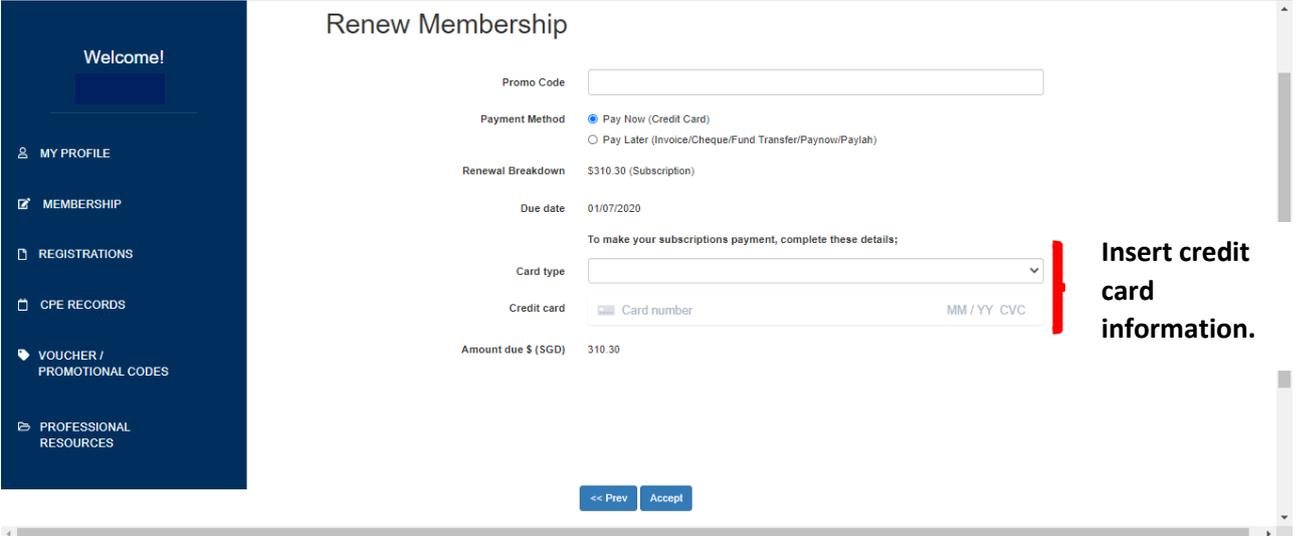
Membership item	Total
<input checked="" type="checkbox"/> Ordinary Member	\$310.30
Ordinary Member ( Subscription )	\$310.30
Membership for Fish Fillet	
<b>Total amount</b>	<b>\$310.30</b>

Continue

- Select one of the payment methods.

### Pay Now (Credit Card)

Enter your credit card information. Click on Accept to proceed.



Renew Membership

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MY PROFILE

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PROFESSIONAL RESOURCES

Promo Code

Payment Method  Pay Now (Credit Card)  
 Pay Later (Invoice/Cheque/Fund Transfer/Paynow/Paylah)

Renewal Breakdown \$310.30 (Subscription)

Due date 01/07/2020

To make your subscriptions payment, complete these details;

Card type

Credit card  Card number  MM / YY CVC

Amount due \$ (SGD) 310.30

<< Prev Accept

Insert credit card information.

### Pay Later (Invoice/Cheque/Fund Transfer/PayNow/PayLah)

If you require an invoice to process payment in other modes i.e. invoice/cheque/fund transfer/paynow/paylah, tick this option and click on Accept to proceed. The invoice will be sent to your Inbox for processing of payment.

Please allow a few moments after clicking the Accept button for the registration to be processed. Don't press the Back button on your browser or close the window till the confirmation is received.

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## Welcome!

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- REGISTRATIONS
- CPE RECORDS
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- PROFESSIONAL RESOURCES

### Renew Membership

Promo Code

Payment Method  
 Pay Now (Credit Card)  
 Pay Later (Invoice/Cheque/Fund Transfer/Paynow/Paylah)

Renewal Breakdown \$310.30 (Subscription)

Due date

To make your subscriptions payment, complete these details;

Amount due \$ (SGD) 310.30

<< Prev Accept

- You will receive a system-generated email in your Inbox to acknowledge the transaction after clicking on Accept.

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### Renew Membership

Thank you for renewing your membership online.

Your reference number is: S0000207

A confirmation email will be sent to you after we have verified your payment. Please contact us at [finance@iia.org.sg](mailto:finance@iia.org.sg) upon payment made with the invoice no. quoted. Kindly provide us with screenshot of payment made for bank transfer/paylah/paynow option.