

HOSA Membership Affiliation Directions

Membership fee of \$17 per advisor and member is payable to

National HOSA

548 Silicon Drive, Suite 101

Southlake, Texas 76092

www.hosa.org

Click "Login" in upper right corner

HOSA App Login-enter Chapter Number and Password---"Login" (contact Debbie (405-743-6843) if you need this information)

Membership-click on "+"

Click on "Next Step-Chapter Information"

Update Chapter Information-check Recognition and Activities that apply to your chapter

Click on "Next Step-Member Information"

Do you have returning members (advisors or students)? Click "Yes" or "No"

If yes, select advisor or student and update their information

For new advisors or students, Click on "Enter New Member" information and click on "Save"

Repeat for all new members

Click on "Next Step-Demographics"

Enter Demographic Information

Click on "Next Step-Fees"

Chapter Affiliation Agreement—Click on "I agree..." box

Click "Submit Application"

If paying by credit card, enter information

If not paying by credit card, click "Finish"

Click on "Account Statement for invoice"

Print invoice and take to appropriate person to be paid.

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