

HIMSS Academic Organizational Affiliate Membership Sign Up Process

Please use these instructions to sign up for a complimentary membership through your school's Academic Organizational Affiliate program

Please contact annette.flores@himss.org if you need assistance.

Use www.himss.org/oa-signup to create your complimentary HIMSS membership through your school's Academic Organizational Affiliate program.

PLEASE NOTE: You must use your school email address to be eligible for your free membership.

STEP 1

Create Your Account

If you already have an account, please go to Step 3. Otherwise, create an account now so you can set up your membership.

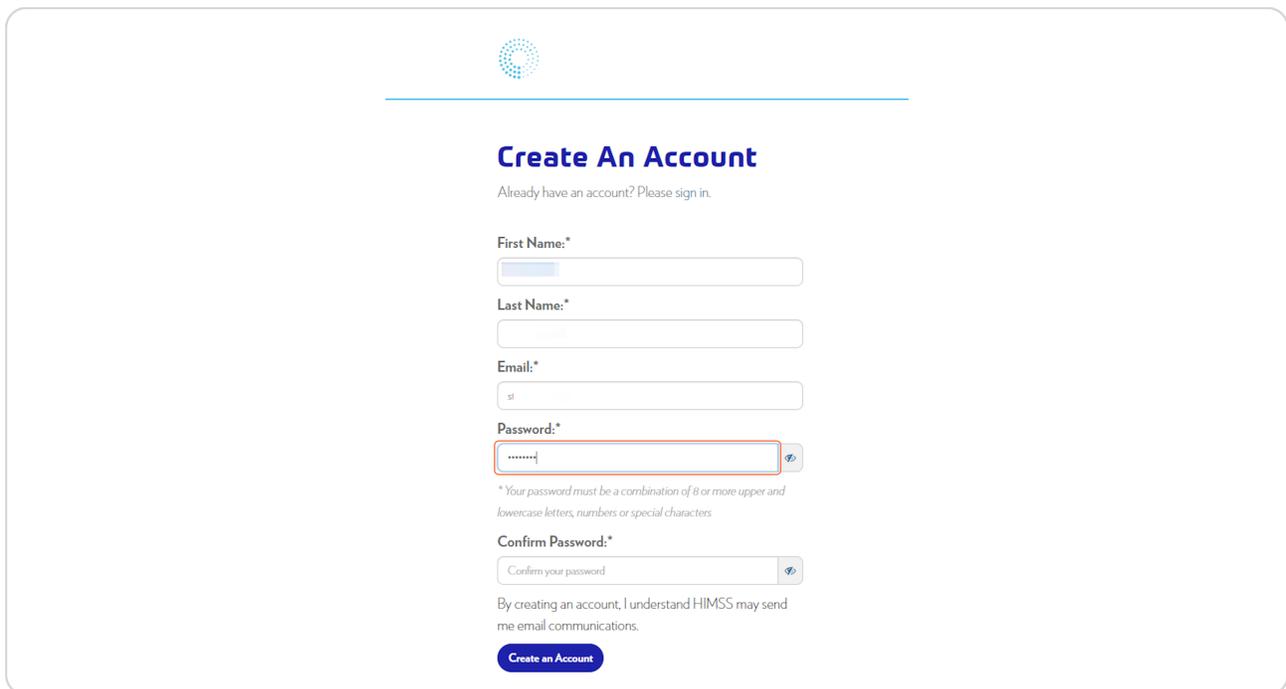
The screenshot shows the HIMSS login and account creation interface. At the top left is the HIMSS logo. Below it is a 'Welcome' heading followed by the instruction 'Please sign in or create an account.' The page is divided into two main sections: 'Sign In' and 'Create an Account'. The 'Sign In' section includes a text input field for 'Email or User Name*', a password input field for 'Password:*', a 'Remember me' checkbox, and a red 'Sign In' button. Below the sign in button are links for 'Forgot Password?' and 'Forgot Username?'. The 'Create an Account' section includes a text input field for 'Email or User Name*', a 'Create an Account' button, and a 'Sign Up' button. An orange arrow points from the 'Create an Account' text to the 'Create an Account' button. At the bottom of the page is a blue footer bar with the text: 'Please contact help@himss.org, our IT Help Desk if you need further assistance with login.'

STEP 2

Create a Password

Enter your name and email, and create a password for your HIMSS account, then click the Create an Account button.

You will receive an email with a verification link. Click the link in the email to continue the membership registration process. Once you click the email verification link, you will be directed to the Profile Information page.

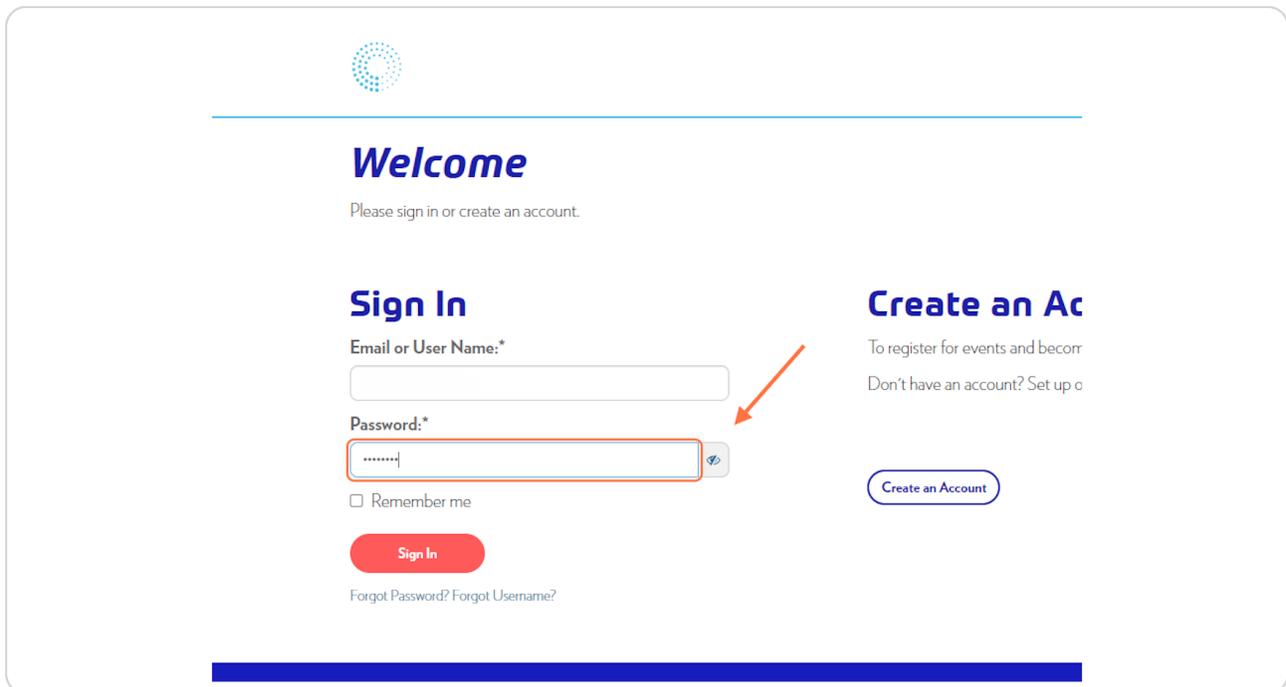


The screenshot shows a registration form titled "Create An Account" with a blue header and a blue logo. Below the title is a link for existing users: "Already have an account? Please sign in." The form contains five input fields: "First Name:*", "Last Name:*", "Email:*" (with a placeholder "st"), "Password:*" (with a red border and a strength indicator icon), and "Confirm Password:*" (with a placeholder "Confirm your password"). A note below the password field states: "* Your password must be a combination of 8 or more upper and lowercase letters, numbers or special characters". At the bottom, there is a checkbox for "By creating an account, I understand HIMSS may send me email communications." and a blue "Create an Account" button.

STEP 3

Login if You Have a HIMSS Account

If you have a HIMSS account but not a membership, enter your login credentials to sign in.





Welcome

Please sign in or create an account.

Sign In

Email or User Name:*

Password:*

 Remember me

[Forgot Password?](#) [Forgot Username?](#)

Create an Account

To register for events and become a member, you need to create an account. Don't have an account? Set up a new account.

STEP 4

Complete Your Profile Information

Fill in all the fields on the Profile Information form and click Submit once you are done.

Enter **Student in the Job Title field**, enter your school name in the Company field, and select **Academic Education Institution** as your Work Site.

Profile Information

You are on your way, but first, we would like to get to know more about you.

Basic Information

Country

Job Title

Company

Demographics

Job Category

Years in Field

Work Site

Purchase Authority

By submitting this information, I understand HIMSS may send me email communications.

STEP 5

Select Student on the Sign-Up Page

In order to join as a student through your school's Academic Organizational Affiliate program, you will need to check the Student option on this page. Click Next Step once you have selected Student from the list.

HIMSS 0 Items My Profile Groups

Organizational Affiliate Membership Sign-Up

Thank you for visiting the HIMSS Organizational Affiliate (OA) Member Sign-Up page. Through your organization's OA program, you are eligible for a complimentary individual HIMSS membership.

In order to activate your complimentary membership, we will ask you for a few pieces of information, such as name, email address, and your role at the organization. The membership sign-up process takes about 5 minutes to complete. In order to be eligible for your complimentary membership, please use your work email (for OAs) or school email (for Academic OAs) during the sign-up process; personal email addresses (e.g., Gmail, Yahoo!) are not eligible.

Please Select the Option that Best Describes You

Employee/Staff at a Healthcare Organization
My primary employment is with a healthcare provider or ancillary organization. [Next Step](#)

Faculty at an Educational Institution
I am a faculty member of a college, university, or other educational institution. [Next Step](#)

Student
I am a student of an educational institution. [Next Step](#)

STEP 6

Select Your School

Select your school and click Continue to get to the Demographics Information page.

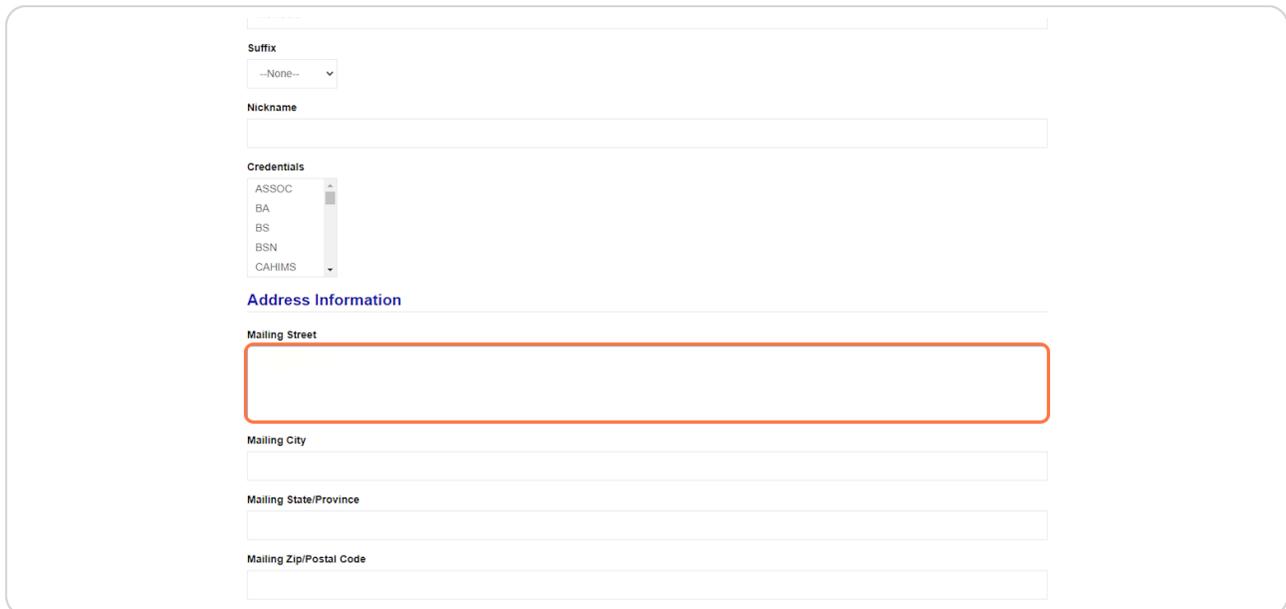


The screenshot shows the HIMSS user interface. At the top, there is a dark blue header with the HIMSS logo on the left and '0 Items' and a user profile icon on the right. Below the header, the page title is 'Companies Based On The Domain'. A sub-header reads 'Please select the company that you represent.' Below this is a table with two columns: 'Select' and 'Company'. The 'Select' column has a radio button that is currently selected. The 'Company' column contains the text 'Arkansas Tech University' and 'Russellville, Arkansas, United States'. To the right of the table is a 'Continue' button with a red border.

STEP 7

Complete Your Contact Information

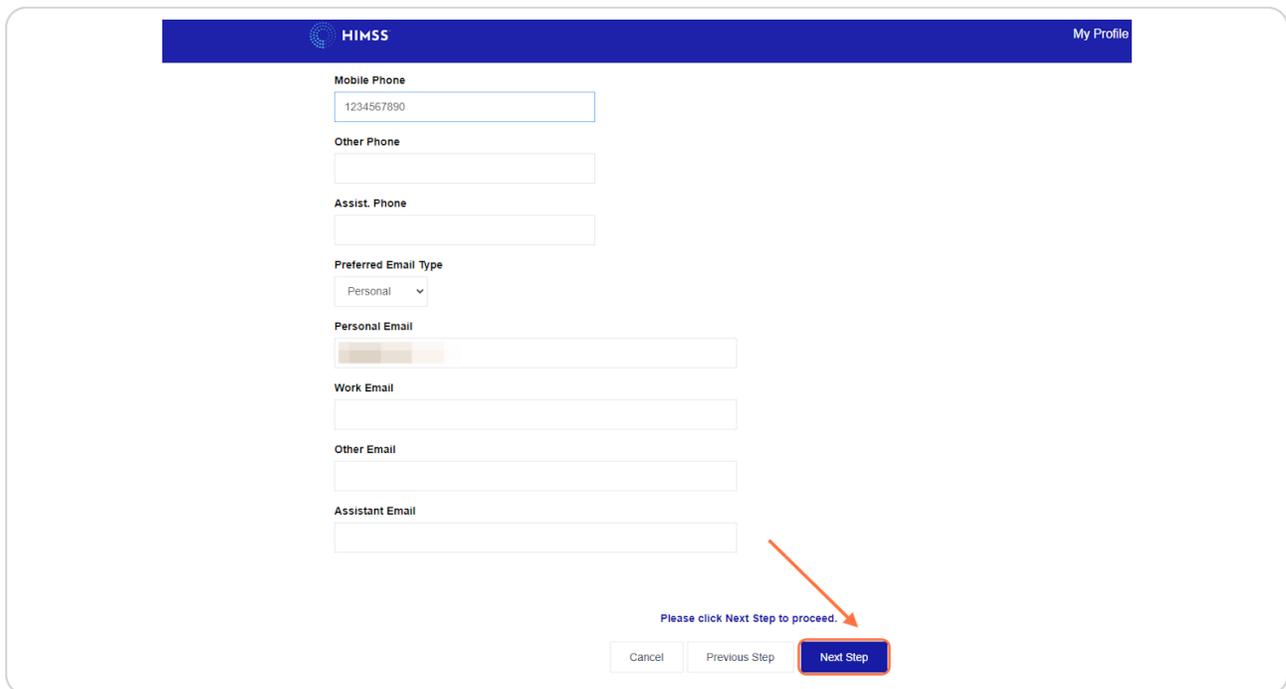
Complete your contact information, including address, phone number, and preferred email address.



The screenshot shows a contact information form. It includes a 'Suffix' dropdown menu with '--None--' selected. Below that is a 'Nickname' text input field. The 'Credentials' section has a dropdown menu with options: ASSOC, BA, BS, BSN, and CAHIMS. The 'Address Information' section contains four text input fields: 'Mailing Street', 'Mailing City', 'Mailing State/Province', and 'Mailing Zip/Postal Code'. The 'Mailing Street' field is highlighted with a red border.

STEP 8

Click on Next Step to Save Your Contact Information



The screenshot shows a user profile page for HIMSS. The header is dark blue with the HIMSS logo on the left and 'My Profile' on the right. The main content area is white and contains several form fields for contact information:

- Mobile Phone:** A text input field containing the number '1234567890'.
- Other Phone:** An empty text input field.
- Assist. Phone:** An empty text input field.
- Preferred Email Type:** A dropdown menu with 'Personal' selected.
- Personal Email:** A text input field with a blurred email address.
- Work Email:** An empty text input field.
- Other Email:** An empty text input field.
- Assistant Email:** An empty text input field.

At the bottom right, there is a message: "Please click Next Step to proceed." with a red arrow pointing to a blue button labeled "Next Step". To the left of this button are two other buttons: "Cancel" and "Previous Step".

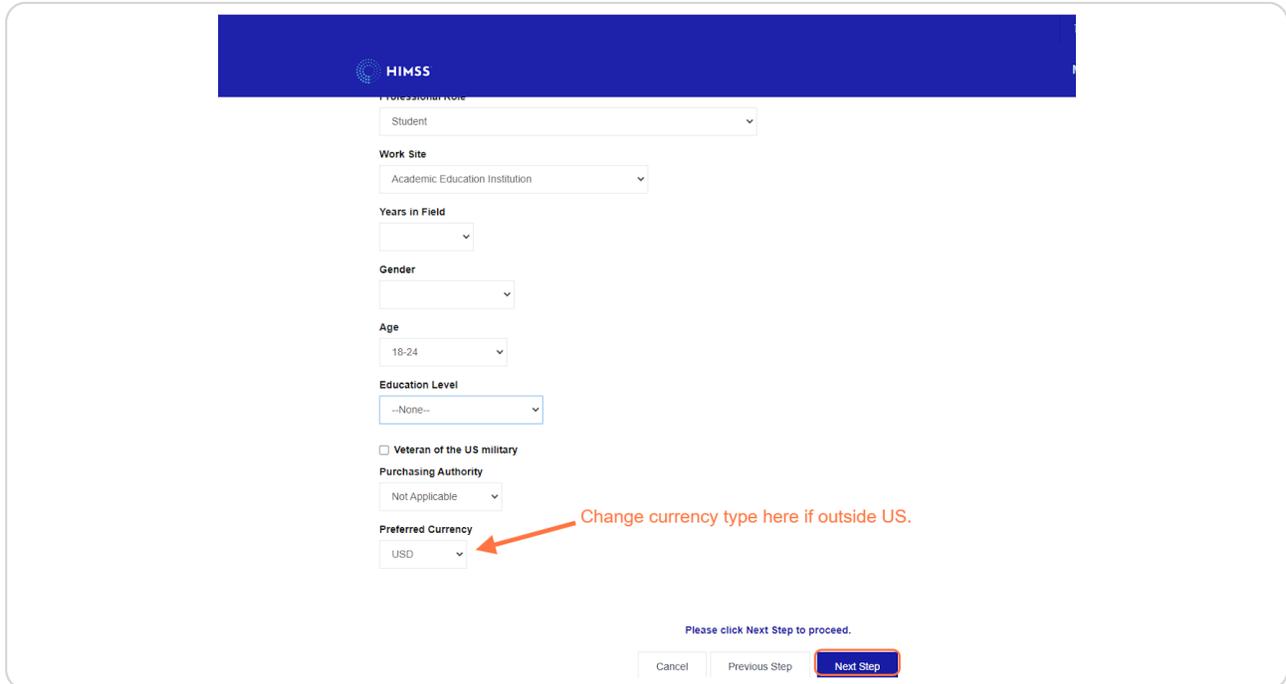
STEP 9

Complete Your Student Demographics

Complete the required student demographics fields. Please make sure to select Student as your Professional Role.

Note: The Currency field defaults to USD. If you are from a country outside the US, please select the correct currency type.

Click Next Step when you have completed the demographics section.



The screenshot shows a registration form for HIMSS. The form is titled "Professional Role" and includes the following fields:

- Professional Role:** Student
- Work Site:** Academic Education Institution
- Years in Field:** (empty dropdown)
- Gender:** (empty dropdown)
- Age:** 18-24
- Education Level:** --None--
- Veteran of the US military**
- Purchasing Authority:** Not Applicable
- Preferred Currency:** USD

An orange arrow points to the "Preferred Currency" dropdown with the text "Change currency type here if outside US." Below the form, there is a message "Please click Next Step to proceed." and three buttons: "Cancel", "Previous Step", and "Next Step".

STEP 10

Complete Your Student Verification

Answer the required fields on the Student Verification page about your enrollment dates and hours, program major, and expected graduation date.

Student Verification

Evidence of student status must be provided. Students receive benefits of Regular membership at a reduced rate except for the ability to vote for or hold HIMSS elective office. Student membership does not apply towards member advancement status.

Student Eligibility

Please answer the following to determine your eligibility for Student Membership with HIMSS.

Name of Educational Site: *

Program Type: *

Program Major: *

Program Hours Enrolled:

Current Enrollment Start Date: *

Current Enrollment End Date: *

STEP 11

Upload Proof of Student Status

Make sure to upload your proof of student status (**transcripts, letter from your advisor, current schedule**), check the box that confirms the accuracy of the information provided, and select Next Step to continue the membership sign up process.

The screenshot displays the HIMSS membership sign-up interface. At the top, the HIMSS logo and navigation links 'My Profile' and 'Group' are visible. The main content area includes two date selection fields: 'Current Enrollment End Date' set to 12/31/2024 and 'Expected Award/Graduation Date' set to 06/01/2026. Below these is the 'Proof of Student Status' section, which contains a text box with instructions: 'Please upload your documentation of student status within 30 days of membership registration to avoid auditing or invoicing for Regular membership. Upload your documentation now on this page by selecting the "Choose File" button or within 30-days of dues payment by logging into your member profile and selecting the Student Demographics link. For more information on enrollment requirements and a list of valid student documentation, please read our Student Membership description page.' An orange arrow points to this text box. Below the text is a file upload area labeled 'Proof of Student Status File Upload (30 MB Maximum):' with a 'Browse' button. The 'Agreement' section follows, featuring a checkbox and the text: 'By checking this box, I confirm that the information provided is truthful and accurate. I do not hold a full-time position in a health IT related field and I understand that it may be subject to review. If not eligible for Student Membership please visit the Join HIMSS page to select a different membership type.' At the bottom, there is a 'Please click Next Step to proceed.' prompt and three buttons: 'Cancel', 'Previous Step', and 'Next Step'.

STEP 12

Select Your Chapter

To choose your preferred chapter, select No on the Opt out of Chapter Membership menu, then select your chapter from the drop down menu. Please note: if you select Yes on the Opt out of Chapter Membership, you will not be able to select a chapter.

 HIMSS

Student Chapter Selection

Chapter Membership / Professional Communities Selection

Your chapter benefit invites you to participate in chapter events, receive chapter news and promotions, and network with peers in your field. To select a complimentary chapter, please select "No" in the field below to reveal a list of available chapters.

Opt out of Chapter Membership

No

Chapter Membership *

--None--

Join like-minded health IT colleagues to connect, learn, and lead our national industry initiatives. Our professional communities offer networking, solution sharing, education and more.

Please select the professional communities you would like to participate in from the lists below.

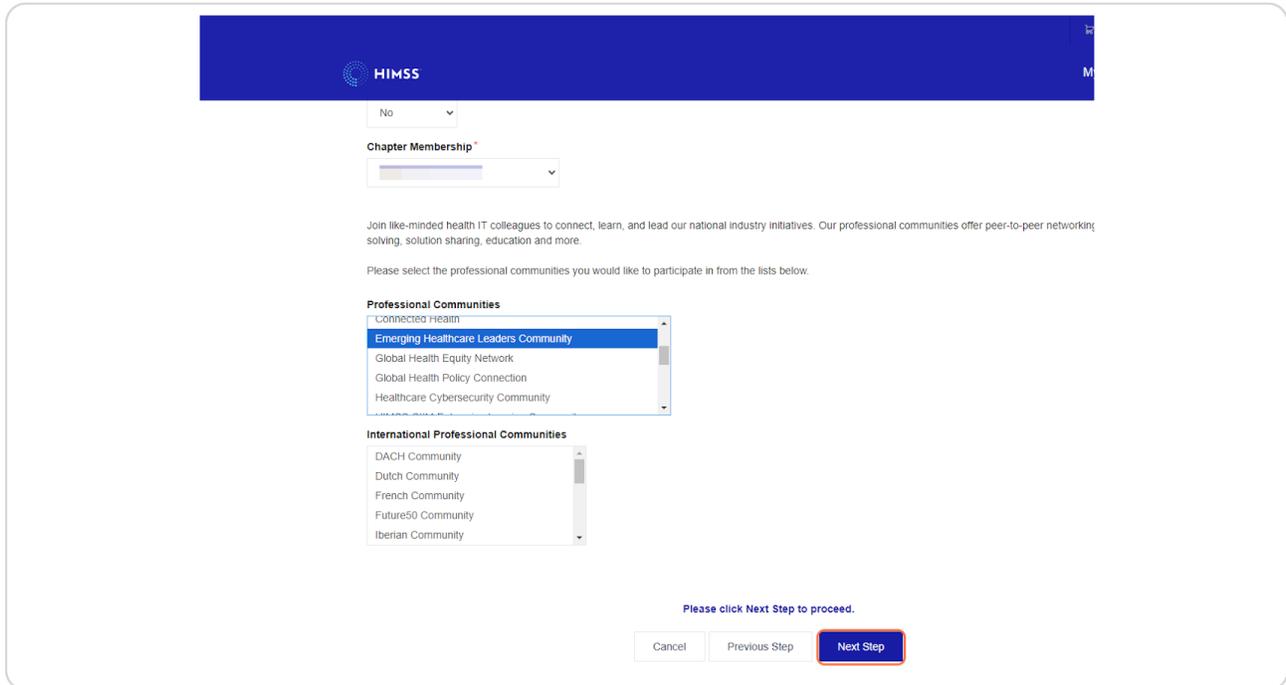
Professional Communities

Executive Network Community

STEP 13

** OPTIONAL ** Want to Join a Community?

Select as many of the HIMSS Professional Communities as you would like to participate in. To choose multiple professional communities, highlight each community you would like to join using the CTRL button. Then click Next Step.

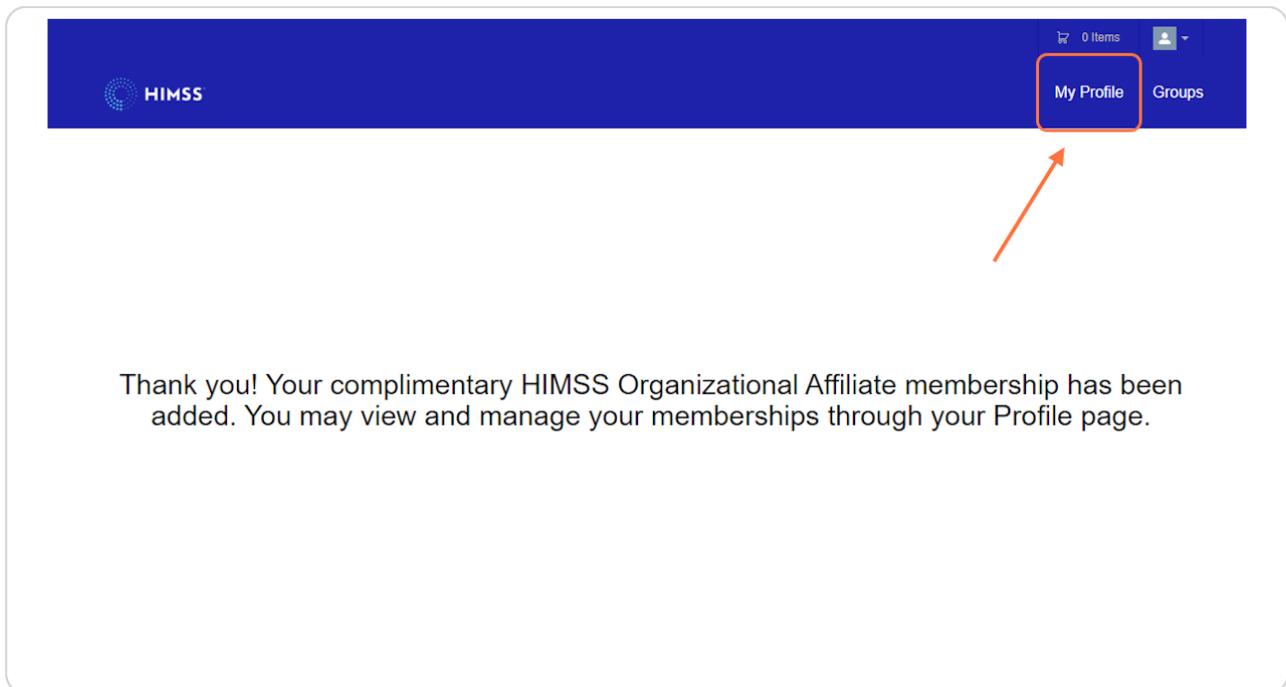


The screenshot shows a web form with a blue header containing the HIMSS logo. Below the header, there is a dropdown menu set to "No" and a "Chapter Membership" dropdown menu. A paragraph of text describes the benefits of joining professional communities. Below this, there are two scrollable lists of communities. The first list, "Professional Communities", includes "Connected Health", "Emerging Healthcare Leaders Community" (which is highlighted), "Global Health Equity Network", "Global Health Policy Connection", and "Healthcare Cybersecurity Community". The second list, "International Professional Communities", includes "DACH Community", "Dutch Community", "French Community", "Future50 Community", and "Iberian Community". At the bottom of the form, there is a prompt "Please click Next Step to proceed." and three buttons: "Cancel", "Previous Step", and "Next Step" (which is highlighted with a red border).

STEP 14

Your Membership Is Complete!

Click on My Profile to view all of your membership information and make updates to your profile at any time.



STEP 15

Review Your Info

Update your profile information and view your membership details from the My Profile page at any time. Thank you for joining HIMSS.

The screenshot displays the HIMSS user interface for the 'My Info' profile page. At the top, a dark blue navigation bar contains the HIMSS logo and links for 'Membership', 'Store', 'Directories', 'My Involvement', and 'Organizational Affiliate (OA) Resources'. Below this, the page title 'My Info' is centered. On the left side, a vertical menu lists various profile management options: 'My Info' (highlighted in dark blue), 'Address Book', 'Memberships' (highlighted with a red border), 'Company Memberships', 'Payment Methods', 'Orders', 'Badges', and 'Transcripts CE Hours'. The main content area is divided into two sections: 'Contact Information' and 'Communication Information'. The 'Contact Information' section includes fields for 'Full Name' (Student Members), 'Degree', 'Title' (Student), 'Company' (School), 'Worksite' (Academic Education Institution), 'Professional Role Category' (Others Allied to the Field), 'Professional Role Subcategory' (Student), and 'Contact Description'. Two red arrows originate from the 'My Info' and 'Memberships' menu items, pointing to the 'Company' and 'Worksite' fields respectively.