ISPRM MEMBERSHIP REGISTRATION **STEP-BY-STEP GUIDE**



INDIVIDUAL MEMBERS

(Individual, Associate, trainee/resident and medical student memberships)



Note: If you need it, you can change almost any text on our website, including the membership forms into your language! Click on our translator at the bottom of each page.





Go to ISPRM.org or directly to:

Tip: save <u>onlineservices@isprm.org</u> to your email contacts list to avoid getting our platform communications in your spam folder!

https://isprm.org/membership-registration-platform/

WELCOME TO THE ISPRM MEMBERSHIP REGISTRATION PLATFORM!

The primary reason to become a member of our international organization, is to be able to participate in a large-scale mission aimed to advance the specialty of Physical and Rehabilitation Medicine in all parts of the world.

View all ISPRM Membership Benefits:

https://www.isprm.org/join/why-join-the-isprm/

Access the latest guides available to assist you when browsing our website and using our platform.

Visit: https://www.isprm.org/user-guides/

Are you already an active ISPRM Member? Then click on "Log In" or go to the webpage below to access the member's zone:

https://www.isprm.org/membership/



STEP 2A. Are you **not** registered yet?

WELCOME TO THE ISPRM MEMBERSHIP REGISTRATION PLATFORM!

Rehabilitation professionals from all countries who identify themselves with the mission and goals of ISPRM and want to be a part of this global effort, can join ISPRM.

Individual Members can choose to register/renew from a list of membership categories based on their current professional status and/or affiliation with an Active National PRM Society.

Visit: https://www.isprm.org/join/become-a-member/

New National PRM Societies must first apply for ISPRM membership by emailing us at: isprmmembership@aimgroup.eu

Once the application has been approved, the <u>National PRM Society Representative</u> may register/ renew membership via this platform as "Affiliated National PRM Society".

Visit: https://www.isprm.org/natsoc/

⊖+ INDIVIDUAL MEMBER REGISTRATION

If you are not registered yet (do not have a username and password), choose "CREATE PROFILE" to submit yours. After submitting it you will receive an email from <u>onlineservices@isprm.org</u> with a link to activate your account and next steps. Didn't receive them? Check spam folder or email us at isprmmembership@aimgroup.eu

Click here to create a

profile (username and password)

O+ NATIONAL PRM SOCIETY REGISTRATION

STEP 2B. If you

are **already**

created and

registered or

activated your

profile, choose

UPDATE PROFILE

UPDATE YOUR PROFILE

Here you can review and update your ISPRM profile information.

Please complete your profile and keep your data up-to-date to enjoy all the ISPRM benefits for active members. Receive dedicated information based on your professional status, PRM specialty interests, networking with PRM professionals worldwide...and more!

Need assistance? View our step-by-step guides HERE or contact us at isprmmembership@aimgroup.eu

⊘ NATIONAL PRM SOCIETY UPDATE

∠ INDIVIDUAL MEMBER UPDATE

Access this page to complete/ update your profile info.

STEP 3. After completing your profile info., proceed with membership confirmation (payment)

RENEW/ CONFIRM MEMBERSHIP

Ready to become an active ISPRM member? Need to renew your membership status?

If your profile information is updated, then you can proceed with payment.

Individual Members can choose to register/renew from a list of membership categories based on their current professional status and/or affiliation with an Active National PRM Society.

National Society Members need to update their profile data in order to calculate the annual dues for the current or upcoming year.

Need assistance? View our step-by-step guides HERE or contact us at isprmmembership@aimgroup.eu

Career/ Professional Status (choose all that apply) *

 $^{\bigcirc}$ I am a qualified Physician (MD)

- ^O I am a qualified Surgeon (MD)
- I am a Professor (with MD)
- I am a Professor (without MD)
- ^O I am a PRM trainee or resident
- O I am a Medical Student
- O I am a Nurse
- O I am a Physiotherapist
- O I am a Researcher
- $^{
 m O}$ I retired from MD practice less than 5 years ago $^{
 m O}$ Other



Upon choosing your professional status, we will automatically calculate the **membership category** for you.

A+ NATIONAL PRM SOCIETY RENEW

A+ INDIVIDUAL MEMBER RENEW

Click here to review your profile data and proceed with payment.

Payment methods: you may choose to pay via credit card (immediate confirmation)or bank transfer (2-3 weeks to confirm).

STEP 4. Upon choosing your professional status, we will automatically calculate the membership category for you. Then, you can choose to pay with credit card or bank transfer.

O I am a PRM trainee or resident O I am a Medical Student O I am a Nurse O I am a Physiotherapist I am a Researcher

 \bigcirc I retired from MD practice less than 5 years ago \bigcirc Other

Individual Associate Membership

O Individual Associate Membership – one year - 2022

Individual Associate Membership – two years - 2022-2023

O Individual Member from National Society Membership – Free one year

Active 2023

Active

Receipt description

individual-associate-membership-two-years|50

Total

50,00€

Date

08-03-2022

Select Payment type *

Credit Card

Credit Card

..... Numero carta

Note: Medical students, trainees or residents need to submit proof of their status in order to register with the reduced fee.

MM/AA CVC

STEP 5A. Select the payment type (credit card)

Select Payment type *

Credit Card	~
Credit Card	
Numero carta	MM/AA CVC
Card Details	

Cardholder Name

STEP 58. Select the payment type (bank transfer)

By paying via bank transfer, we require 2-3 weeks to confirm the payment on our side. If you wish to speed up the process, please send us a copy of the payment confirmation.

STEP 6. Please go to «<u>My Documents</u>» in your Reserved Area to find and download:

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- invoice (with bank details for payment)
- receipts
- membership certificate

Complete & Customize your public profile page!

