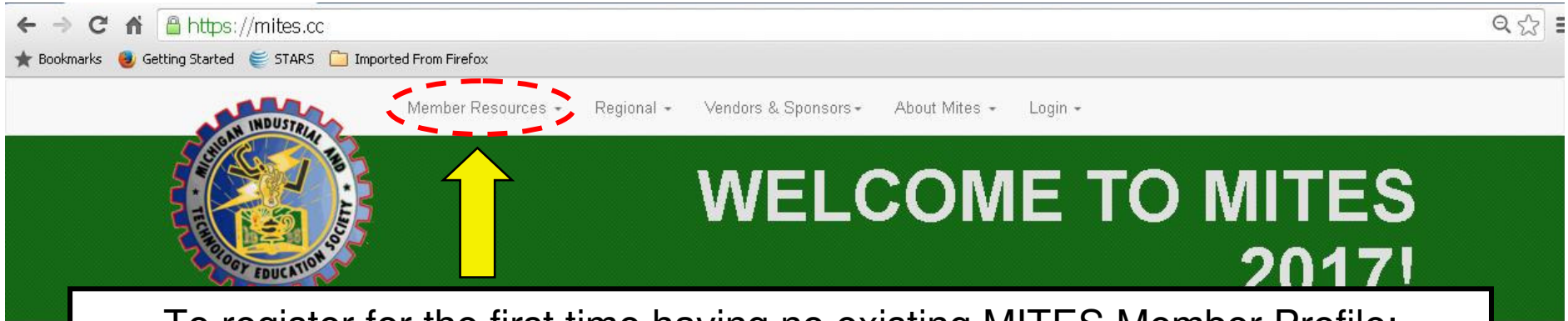


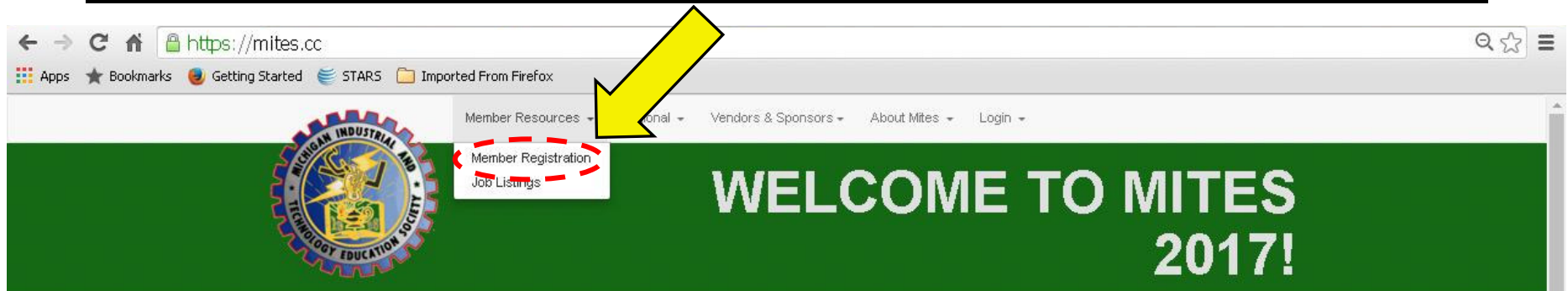
# Getting started: NEW MEMBERS

Never having registered with MITES



To register for the first time having no existing MITES Member Profile:  
Click on "**Member Resources**"

In the drop-tab: Click on "**Member Registration**"



**Continued on  
page 2**

**MEMBER PROFILE**

Please login to your MITES membership.

Login

Signup Form

Mr. First Name Last Name

Address

City State Zip

Contact Info Password

Email Address Password

Phone Confirm Password

School

(Select School)

If you do not see your school in the list, please click here.

Department

Job Description

Subject Areas

Grade Levels

Degrees

**MEMBERSHIP**

Standard Professional Development Conference Registration \$125.00

\*Note: You must register your membership through 2018 to participate in the 2017 Convention. If you need to change your membership status, please contact [mitesmembership@gmail.com](mailto:mitesmembership@gmail.com).

Banquet Ticket \$30.00

Join Now!

Download the printable membership form.

## NEW MEMBERS:

Never having registered with MITES

**\*\*This section for Existing Members Only\*\***

### Online New Members Registration:

Fill out each text box to build your Profile.

### Paper mailed New Member Registration:

See the bottom box on this page.

#### School

(Select School)

If you do not see your school in the list, please click here.

### Leave this field blank.

If your school is registered with MITES, you will update this later by using the

*“Member Profile Update Guide.”* If your school is not in this listing, contact the Membership Chairperson at [mitesmembership@gmail.com](mailto:mitesmembership@gmail.com)

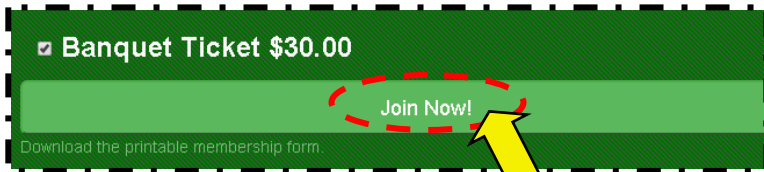
Banquet Ticket \$30.00

Join Now!

Download the printable membership form.

**Paper Registration:** Click on the website link “Download the printable membership form” as shown above. Print the download. Then, complete and return it as listed on the form.

**Continued on page 3**



## NEW MEMBERS:

Never having registered with MITES

After clicking the “**Join Now!**” button (as seen in the callout on page 3), a status line will appear on the website in the grey banner titled “**Find Explore and Share the MITES Experience**” located near the top of the webpage. This status line appears briefly and will fade away rather quickly, so be prepared. If you receive an error message in red text, such as “**School could not be saved.**,” or “**Please fill out all required fields.**” then required data is missing or you attempted to add a school. A successfully saved new Membership Profile will result in green text status “**Member profile has been saved.**”



Congratulations! At this point you have successfully registered a New Membership Profile! If your school is listed with MITES, go back to the homepage and in the “*Guides and Troubleshooting*” section click on “*Member Profile Update Guide.*”

If you are unsuccessful with using the membership registration process, please contact the Membership Chairperson at [mitesmembership@gmail.com](mailto:mitesmembership@gmail.com)