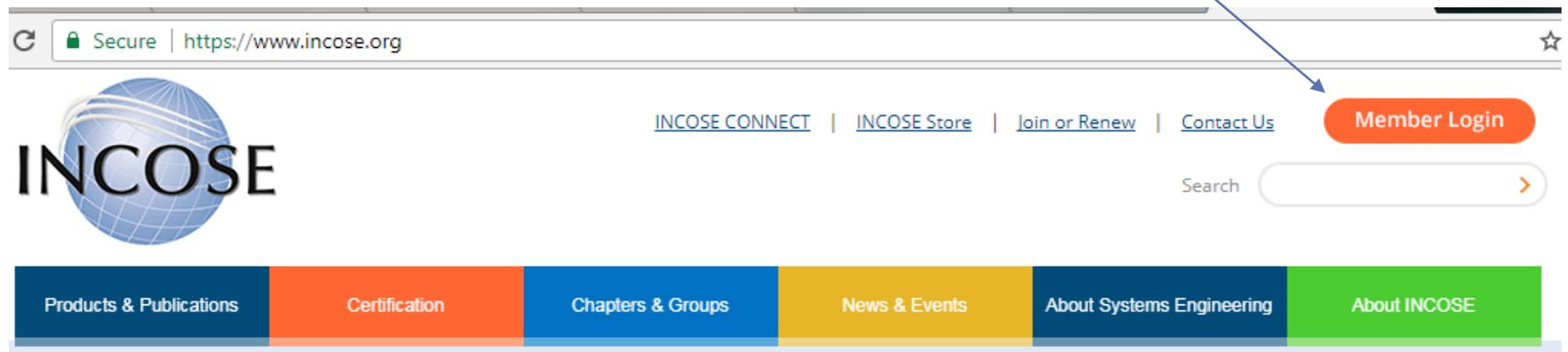


# How to:

Renew International Council on Systems  
Engineering as a Developing Country  
Member

1. Login to <http://www.incose.org/>



The screenshot shows the INCOSE website homepage. At the top left is the INCOSE logo, which consists of a blue globe with white grid lines and the word "INCOSE" in a bold, black, sans-serif font. To the right of the logo is a navigation menu with the following links: [INCOSE CONNECT](#), [INCOSE Store](#), [Join or Renew](#), and [Contact Us](#). Further right is a prominent orange button labeled "Member Login". Below the navigation menu is a search bar with the text "Search" and a right-pointing arrow. At the bottom of the page is a horizontal bar with six colored segments, each containing a menu item: "Products & Publications" (dark blue), "Certification" (orange), "Chapters & Groups" (blue), "News & Events" (yellow), "About Systems Engineering" (dark blue), and "About INCOSE" (green). A blue arrow originates from the URL in the text above and points directly to the "Member Login" button.

## 2. Go to your Profile Home page.



[INCOSE CONNECT](#) | [INCOSE Store](#) | [Join or Renew](#) | [Contact Us](#) | [Profile Home](#) | [Update Password](#) | [Sign Out](#)

Welcome, Danielle

Search



## 3. Click on “Join/Renew International Council on Systems Engineering.”

 **My Membership** *(select View My Membership registration hyperlink below to renew /change chapter/ accept legal Disclaimer)*

Status:	Active
Member Since:	12/7/2016
Expiration:	12/29/2017
Type:	Regular
Chapter:	<a href="#">Beijing</a>

- [Join/Renew International Council on Systems Engineering](#)
- [SEARCH MEMBERSHIP DIRECTORY](#)
- My Memberships
  1. [View Regular 1 year](#)



4a. **IF** there is no Renewal link, click on “View Regular 1 Year,” under the My Membership Section.

**My Membership** (select View My Membership registration hyperlink below to renew / change chapter/ accept legal Disclaimer)

Status: Active

Member Since: 4/7/2017

Expiration: 9/15/2018

Type: Regular

Chapter: [Beijing](#)

- [SEARCH MEMBERSHIP DIRECTORY](#)
- My Memberships
  - 1. [View Regular 1 year](#)

4b. Scroll to bottom of page and click on “Renew Membership.”

**Update Membership - Legal Disclaimer - Contact Info**

- [Update Contact Info](#)
- [Update Billing Information](#)
- [Update Membership Info/Legal Disclaimer](#)
- [Renew Membership](#)
- [View Account History](#)

5. Select "Developing Country," and click on Continue.

ID: 269842      Danielle DeRoche      Logout

[Home >](#)  
**Join / Renew Membership / CAB Access Account**

**Individual #269842 - Danielle DeRoche has been saved successfully.**

**Steps**

- 1. Select Membership Type**
2. Enter Membership Information
3. Confirm Information
4. Complete

**Select Your Membership Type/Fee or Qualifying Access Account:**

Below are the different options for individual membership or individuals who qualify to request a CAB Limited Access ONLY account as an employee or student of an INCOSE Corporate Advisory Board member organization - [see list.](#))

<input type="radio"/> CAB Limited	Limited Access - Not a Membership
CAB employee and Academic students NonMembers	
<input checked="" type="radio"/> Developing Country	\$53.00
<input type="radio"/> Regular	\$145.00-\$625.00
<input type="radio"/> Student	\$38.00



6. Select your Chapter from the drop down menu.

**Chapter Selection:**

Select your primary chapter: \* Beijing ▼

9. Read the INCOSE Legal Disclaimer. If you agree to INCOSE Policies and Code of Ethics, click on the “I agree and accept,” box to the right (please note it should highlight blue).

### Other Information

I acknowledge that I have read and understood the contents of all INCOSE policies and the INCOSE Code of Ethics and I hereby accept and agree, as a condition of my membership with INCOSE, to be bound by such INCOSE policies and the INCOSE Code of Ethics. \*

Select “I agree and accept.” in the box to the right.

Visit the INCOSE website to review the [INCOSE Policies](#):

<http://www.incose.org/about/leadershiporganization/PoliciesBylaws> and [INCOSE Code of Ethics](#)

<http://www.incose.org/about/leadershiporganization/codeofethics>

I agree and accept. ▲  
▼

7. Select any hard copy subscriptions you would like (please note there is an additional charge for subscriptions).

### Journal Subscriptions

If you would like to add any of the items below as hard copy subscriptions to your membership, enter quantities below

<input type="text" value="0"/>	INSIGHT Renewal (hardcopy)	\$55.00
<input type="text" value="0"/>	Journal of Enterprise Transformation Renewal (JET)	\$35.00
<input type="text" value="0"/>	SE Journal Initial (Hardcopy)	75.00
<input type="text" value="0"/>	INSIGHT Renewal (hardcopy)[Renewal]	\$55.00

### Would you like to make a donation to the INCOSE Foundation with your membership?

In the US, INCOSE Foundation contributions are deductible to the fullest extent allowed by US law. You may donate to the general fund or to specific projects as listed below.

<input type="text" value="0.00"/>	General
<input type="text" value="0.00"/>	Chesapeake
<input type="text" value="0.00"/>	Stevens Doctoral Award
<input type="text" value="0.00"/>	JHU/APL Kossiakoff Scholarship
<input type="text" value="0.00"/>	James E. Long Memorial Fund



Continue

Cancel

You can also make a donation to INCOSE Foundation fund if you would like. Once you have made your selections, click on Continue.

8. Enter Billing information. Then click Continue to process your membership.

## Enter Billing Information

Amount Due: **\$53.00**

### How would you like to pay?

#### Use Your Saved Payment Options

Currently, you have no saved payment methods. When you check out, you can save your payment information on your account so you do not have to re-enter it again.

All sales are final. Payment is in US Dollars.

Note:  
American  
Express, Visa,  
MasterCard  
and Discover  
are accepted.



**Pay With a New Credit/Debit Card**  
We accept American Express, Visa, MasterCard, and Discover

Card Number: *	<input type="text"/>
Name on Card: *	<input type="text"/>
Security Code: *	<input type="text"/>
Expiration Date: *	December ▼ 2017 ▼
<input type="checkbox"/> Save this credit card so that I can use it for future orders	

### Which Billing Address Should We Use?

The payment method you have selected requires a billing address. Please select from a list below, or enter a new address.

- Attn: AVICIT  
Jingshun Road 7#  
Beijing, 10028 CN
- Enter a new address:  
Line 1:   
Line 2:   
Postal Code:   
City:   
State/Province:   
Country:

[Validate Address](#)

Your membership renewal is now complete.

**IF** you have a Certificate that was lapsed due to membership, please email [certification@incose.org](mailto:certification@incose.org) to notify the Certification Office that you have notified. This is the only way your certificate will be re-instate.