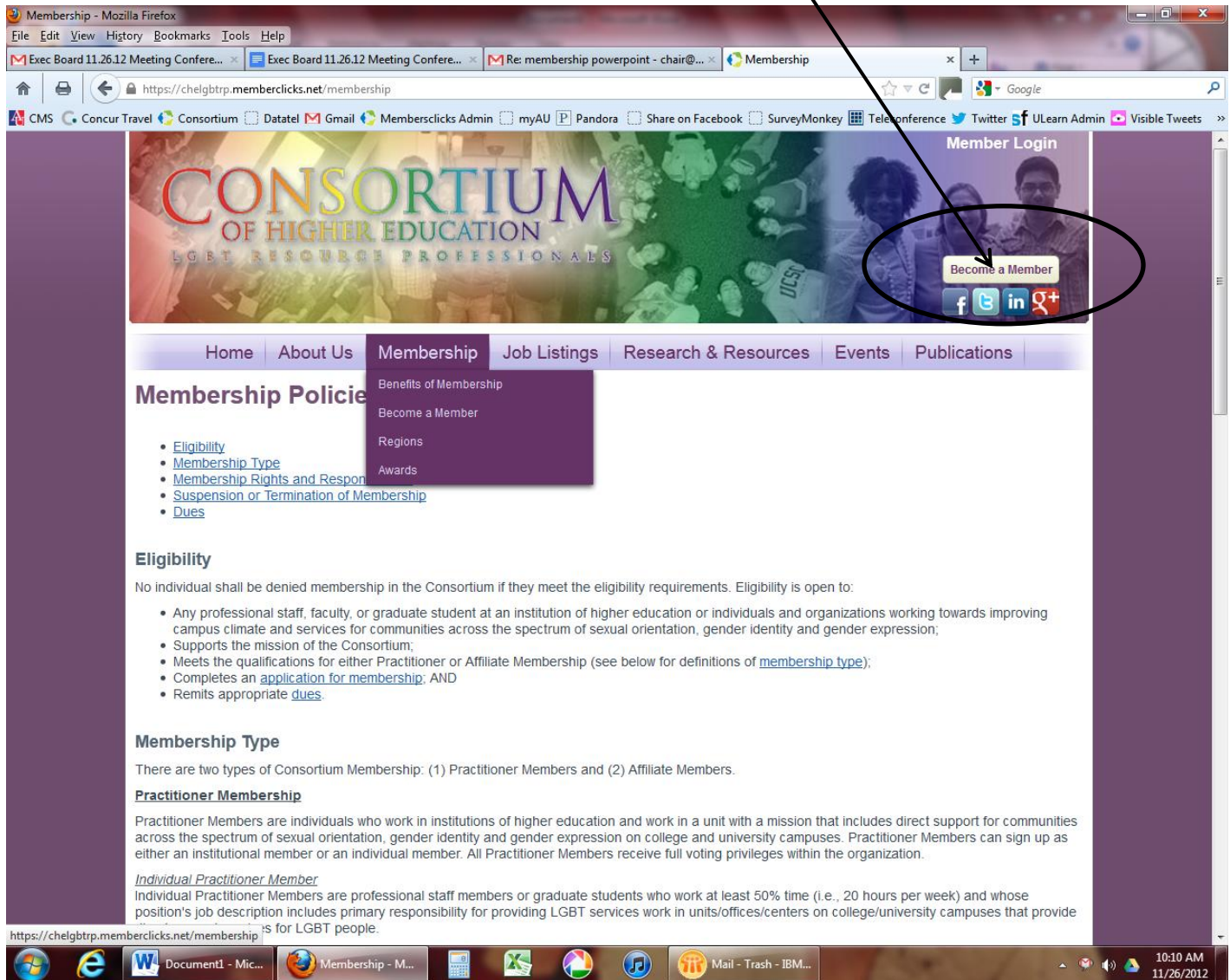


How to become a member of the Consortium

Click on the "Become a member" on the banner on the top right hand side of the screen



The screenshot shows a Mozilla Firefox browser window displaying the website <https://chelgbtrp.memberclicks.net/membership>. The page features a banner for the Consortium of Higher Education, LGBT Resource Professionals. A red circle highlights the "Become a Member" button in the top right corner of the banner, with an arrow pointing to it from the text above. Below the banner is a navigation menu with links: Home, About Us, Membership, Job Listings, Research & Resources, Events, and Publications. The "Membership" menu is open, showing sub-links: Benefits of Membership, Become a Member, Regions, and Awards. The main content area includes a "Membership Policies" section with links for Eligibility, Membership Type, Membership Rights and Responsibilities, Suspension or Termination of Membership, and Dues. Below this is an "Eligibility" section stating that no individual shall be denied membership if they meet the requirements, which are listed as: Any professional staff, faculty, or graduate student at an institution of higher education; Supports the mission of the Consortium; Meets the qualifications for either Practitioner or Affiliate Membership; Completes an application for membership; AND Remits appropriate dues. The "Membership Type" section lists two types: Practitioner Members and Affiliate Members. The "Practitioner Membership" section describes that Practitioner Members are individuals who work in institutions of higher education and provide direct support for communities across the spectrum of sexual orientation, gender identity, and gender expression. It also includes a sub-section for "Individual Practitioner Member" who are professional staff or graduate students working at least 50% time in units/offices/centers on college/university campuses that provide services for LGBT people. The browser's address bar and taskbar are visible at the bottom.

Then select your membership type (more information about membership types, please visit: <https://chelgbtrp.memberclicks.net/membership>):

CONSORTIUM OF HIGHER EDUCATION
LGBT RESOURCE PROFESSIONALS

Member Login

Become a Member

Home | About Us | Membership | Job Listings | Research & Resources | Events | Publications

Become a Member

Membership Eligibility:
No individual shall be denied membership in the Consortium if they meet the eligibility requirements. Eligibility is open to:

1. Any professional staff, faculty, or graduate student at an institution of higher education or individuals and organizations working towards improving campus climate and services for communities across the spectrum of sexual orientation, gender identity and gender expression;
2. Supports the mission of the Consortium;
3. Meets the qualifications for either Practitioner or Affiliate Membership (please see [Membership Policies](#) for more information);
4. Completes an application for membership (please choose the appropriate form below based on Membership type); AND
5. Remits appropriate dues.

Annual Dues

- Dues are \$35/person or \$175/institution.
- Institutional memberships qualify your campus for up to 6 members eligible to join. Members may be added online later if you do not have all 6 members at the time of dues payment.

Membership Application Forms

Please choose the appropriate form below to start your application process. Please see our [Membership Policies](#) for definitions of each of our membership types.

- [Institutional Practitioner](#)
- [Individual Practitioner](#)
- [Emeritus Practitioner](#)
- [Individual Affiliate](#)
- [Organizational Affiliate](#)

To view direct membership questions to the [Membership Chair](#) and may direct any questions regarding payment to the [Treasurer](#).

10:14 AM 11/26/2012

We will use the Institutional Practitioner membership type as an example.

Enter your email address

The screenshot shows the website's login page. At the top, there is a navigation menu with links for Home, About Us, Membership, Job Listings, Research & Resources, Events, and Publications. Below the menu, there are three main sections: 'Institutional Practitioner' with an empty form field; 'Existing Users' with fields for Username and Password, a 'Save' checkbox, and a 'Login' button; and 'New Users' with an 'Email' field and a 'Login' button. The 'New Users' section is circled in black, and a black arrow points to it from the left side of the image. At the bottom of the page, there is a footer with contact information, a search bar, and a navigation menu. The website logo 'index' and 'LGBT ARCHITECT' are also visible.

Consortium of Higher Education Lesbian/Gay/Bisexual/Transgender Resource Professionals - Mozilla Firefox

https://chelgbrp.membersclicks.net/index.php?option=com_mc&view=formlogin&form=120385&return=L2luZGV4LnBocD9vcHRpb249Y29t

Home | About Us | Membership | Job Listings | Research & Resources | Events | Publications

Institutional Practitioner

Existing Users

If you have already created an account with us, you can sign in below.

Username: Save

Password: [Forgot your password?](#)

New Users

If you are a new user or you're not sure if you have used this site before, enter your email address below and click Login.

Email:

© 2008-2012 lgbtcampus.org
info@gbtcampus.org
Consortium of Higher Education LGBT Resource Professionals Inc.
280 Madison Avenue Ste. 912
New York, NY 10016-0801

Home
About Us
Membership
Job Listings
Research & Resources
Events
Publications

Search

index
LGBT ARCHITECT

10:22 AM
11/26/2012

And fill out the form with your information.

history Bookmarks Tools Help

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https://chelgbtrp.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_120385?servId=4660&option=com_mc&view=mc&mcid=...

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LGBT RESOURCE PROFESSIONALS

Become a Member

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Home About Us Membership Job Listings Research & Resources Events Publications

Institutional Practitioner Membership Form

Profile Information

Fields in **bold** are required.

First Name **Last Name**

Position/Title

Name of Office/Center

Name of College/University

Institution Type Public

Institution Type 2 Community College

Institution Location Urban

Institution Enrollment Under 5,000

Address

Address 2

City **State** **Zip**

Web Address

Phone

Email sara.bendoraitis1@american.edu

MUST USE UNIVERSITY ADDRESS (e.g. Yourname@anyschool.edu)
Generic emails that can be accessed by multiple people will not be added to the listserv (e.g. lgbt@anyschool.edu)

Document1 - Mic Consortium of Hi Mail - Inbox - IBM

Please make sure to indicate how many folks (you + how many others) will be on the institutional membership-you can have up to 6 people total on an institutional membership.

26.12... Exec Board 11.26.12... Consortium Exec B... Re: membership po... Consortium of ... x Fab.com Lowe's Home Impr... Black Friday Deals ...

https://chelgbtrp.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_120385?servId=4660&option=com_mc&view=mc&mcid=

your Travel Consortium Datatel Gmail Membersclicks Admin myAU Pandora Share on Facebook SurveyMonkey Teleconference Twitter ULearn A

Phone 987-456-1234

Email sara.bendoraitis1@american.edu

MUST USE UNIVERSITY ADDRESS (e.g. Yourname@anyschool.edu)
Generic emails that can be accessed by multiple people will not be added to the listserv (e.g. lgbt@anyschool.edu)

Select Region Listserv you would like to be added to (You can select more than one.)

- NORTHWEST: Alaska, Alberta, British Columbia, Idaho, Montana, Oregon, Washington, Wyoming
- MIDWEST: Iowa, Kansas, Missouri, Nebraska, North Dakota, South Dakota
- GREAT LAKES: Illinois, Indiana, Michigan, Minnesota, Ohio, Ontario, Wisconsin
- NORTHEAST: Connecticut, Maine, Massachusetts, New Brunswick, New Hampshire, New York, Rhode Island, Vermont
- SOUTHWEST: Arizona, California, Colorado, Hawaii, Nevada, New Mexico, Utah
- SOUTH CENTRAL: Arkansas, Louisiana, Oklahoma, Texas
- SOUTH/SOUTH EAST: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee, Virginia, West Virginia
- MID ATLANTIC: Delaware, District of Columbia, Maryland, New Jersey, Pennsylvania

The Consortium of Higher Education LGBT Resource Professionals provides additional resources to our members who identify as People of Color, Transgender and Genderqueer, and/or LGBT2 (Individuals who are serving in positions other than director level on their campus). If you identify with any or all of these constituency groups, please indicate below.

Do you identify as a person of color? Yes No

Do you identify as genderqueer or transgender? Yes No

Do you identify as a LGBT2? Yes No

Membership Type: Institutional Practitioner Membership

An Institutional Practitioner membership is \$175.
You are able to add up to 5 other members to your institutional membership at no additional charge.
Please provide their name, position, email, and membership classification (practitioner or affiliate) on the next page.

Number of additional members:

- 1 additional member
- 2 additional members
- 3 additional members
- 4 additional members
- 5 additional members

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Now you will fill out your profile. Remember your username and password. You can change this later if needed once you have become a member.

Fields in **bold** are required.

Please create a temporary unique **username** and **password** for each of your additional members. An administrator will contact your additional members to complete the membership process and update their profile.

Username

Password

Confirm Password

First Name

Last Name

Position/Title

Name of Office

Name of College University

Email

Practitioner Members are professional staff members or graduate students who work at least 50% time (i.e., 20 hours per week) and whose position's job description includes primary responsibility for providing LGBT services work in units/offices/centers on college/university campuses that provide direct support services for LGBT people.

Emeritus Practitioner Members are individuals who previously were Practitioner Members and who professional work no longer fits the eligibility of practitioner member.

Affiliate Members are staff, faculty, or graduate students at an institution of higher education who serve communities across the spectrum of sexual orientation, gender identity and gender expression on college and university campuses as part of their professional role, but who do not meet the qualifications of a full member. Individual Affiliate Members may also be individuals whose professional work supports or complements that of the Consortium.

Membership Classification: Affiliate Member Practitioner Member Emeritus Practitioner Member

1 of 5

You can also tell this is your profile since the bottom of the screen says "1 of 5"

If you will only have 3 institutional members, it would say "1 of 3", etc.

Then fill out a profile for each of your institutional members. You will create a temporary username and password for each member. These will be emailed to the member.

Each of your institutional members needs to be classified (affiliate, practitioner or emeritus practitioner).

Exec Board 11.26.12... Consortium Exec B... Annual Report Tim... Consortium of ... x Fab.com Lowe's Home Impr... Black Friday Deals ...

https://chelgbtrp.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_120385?servId=4660&toption=com_mc&view=mc&mcid

Travel Consortium Datatel Gmail Membersclicks Admin myAU Pandora Share on Facebook SurveyMonkey Teleconference Twitter ULearn Ad

Home About Us Membership Job Listings Research & Resources Events Publications

Profile Information

Fields in **bold** are required.

Please create a temporary unique **username** and **password** for each of your additional members. An administrator will contact your additional members to complete the membership process and update their profile.

Username

Password

Confirm Password

First Name

Last Name

Position/Title

Name of Office

Name of College University

Email

Practitioner Members are professional staff members or graduate students who work at least 50% time (i.e., 20 hours per week) and whose position's job description includes primary responsibility for providing LGBT services work in units/offices/centers on college/university campuses that provide direct support services for LGBT people.

Emeritus Practitioner Members are individuals who previously were Practitioner Members and whose professional work no longer fits the eligibility of practitioner member.

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Membership Classification: Affiliate Member Practitioner Member Emeritus Practitioner Member

Once you are done submitting all of your member's profiles, you will need to pay for the membership by credit card or by check. If you are paying by check, just click on send a check.

If you are paying by credit card, you'll need to enter the credit card information.

1.26.12... Exec Board 11.26.12... Consortium Exec B... Annual Report Tim... Consortium of ... x Fab.com Lowe's Home Impr... Black Friday Deals ...

https://chelgbtrp.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_120385?servId=4660&option=com_mc&view=mc&mcid=... amazon

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Member Logout

CONSORTIUM OF HIGHER EDUCATION LGBT RESOURCE PROFESSIONALS

Become a Member

Home About Us Membership Job Listings Research & Resources Events Publications

Payment due

Total Amount Due: \$175.00

Payment options

Choose from one of the following payment options. Please be patient, as connecting to the system may take up to a minute. **Click only once and do not refresh this page.**

Credit Card

Send Check

Once you process your payment, you will receive a confirmation

The screenshot shows a web browser window with several tabs open, including 'Exec Board 11.26.12...', 'Consortium Exec B...', 'Annual Report Tim...', 'Consortium of ...', 'Fab.com', 'Lowe's Home Impr...', and 'Black Friday Deals ...'. The address bar shows the URL: https://chelgbtrp.memberclicks.net/index.php?option=com_mc&view=mc&mcid=form_120385?servId=4660&option=com_mc&view=mc&mcid=. The browser's toolbar includes icons for Amazon, Ucur Travel, Consortium, Datatel, Gmail, Membersclicks Admin, myAU, Pandora, Share on Facebook, SurveyMonkey, Teleconference, Twitter, and ULearn A.

The main content area features a banner for the 'CONSORTIUM OF HIGHER EDUCATION LGBT RESOURCE PROFESSIONALS' with a 'Member Logout' link and a 'Become a Member' button. Below the banner is a navigation menu with links for Home, About Us, Membership, Job Listings, Research & Resources, Events, and Publications.

The 'Confirmation' section contains the following text:

Confirmation

Thank you for submitting your application for membership to the Consortium of Higher Education LGBT Resource Professionals. You will receive an email confirmation containing your payment or invoice information depending on your form of payment. Your application will be reviewed and you will receive an email notification once your membership has been approved welcoming you to the Consortium and providing further instructions for accessing your profile.

Due to the high volume of applications with the migration to MemberClicks, your patience is appreciated as we process memberships as quickly as possible.

Please route all checks for membership dues to:

Consortium of Higher Education LGBT Resource Professionals
280 Madison Ave. Suite 912
New York, NY 10016-0801

At the bottom of the confirmation box is a 'Continue' button.

Click continue.

You are now a member!

You will be sent back to the homepage. You will be sent a confirmation email with you login information. Any additional members on the institutional membership will also be sent a confirmation email.

Everyone will need to login into the website and fill out their profile form to become an active member. If a profile form is not filled out, they are not active.