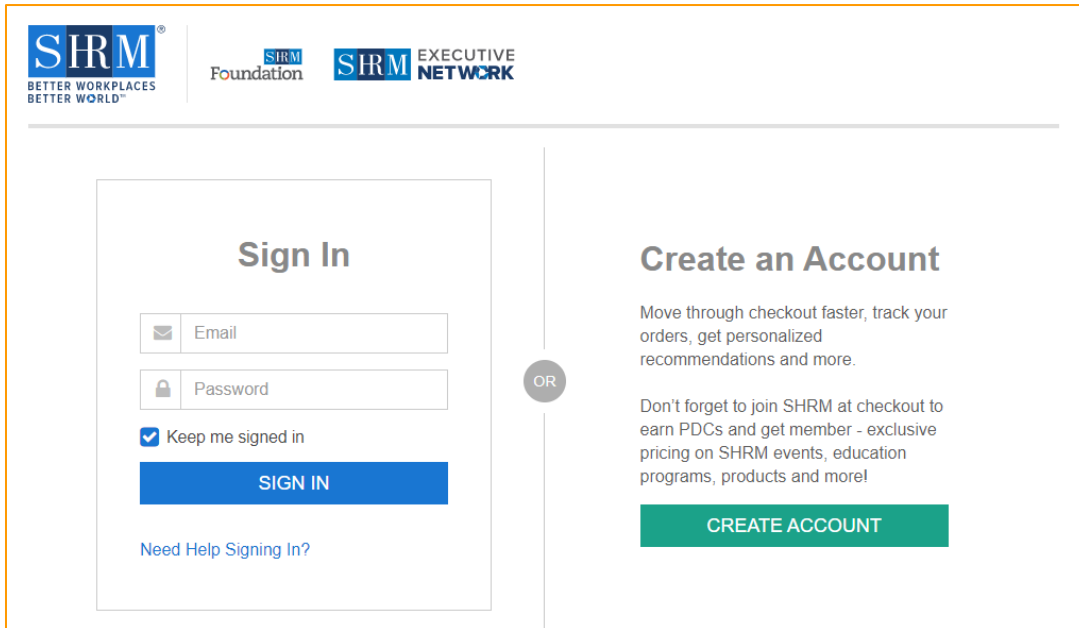


Instructions for Dual Membership

By being a national SHRM member, you can also be a member of the Central New York SHRM chapter at **no additional cost!** Follow the steps below to register for your **dual membership with CNY SHRM** and gain access to our exclusive member benefits. **Dual memberships must be renewed each year**, so be sure to **complete this process annually** to remain an active CNY SHRM member. To order your dual membership, follow the instructions below. If you have questions, please contact admin@cnyshrm.org.

1. Go to the SHRM website login page login.shrm.org
 - a. **SHRM Members:** Log in to your SHRM account
 - b. **Non-Members:** Create a SHRM account and purchase a membership



The screenshot shows the SHRM website's login and account creation interface. At the top left, there are logos for SHRM (Better Workplaces, Better World), SHRM Foundation, and SHRM Executive Network. The main content is divided into two columns. The left column is titled "Sign In" and contains a form with fields for "Email" and "Password", a "Keep me signed in" checkbox, a blue "SIGN IN" button, and a link for "Need Help Signing In?". The right column is titled "Create an Account" and contains a paragraph of text, a "CREATE ACCOUNT" button, and a "OR" separator between the two columns.

2. Visit the SHRM Store's **Dual Membership** page at: store.shrm.org/dual-membership



3. Choose Chapter by electing **New York state** and the **Central New York SHRM, Inc.** chapter, then click **add to cart**.

Welcome, Tiffany Falcone!
Sign Out | Account | FAQs | Cart

The SHRMStore

The World's Largest HR Store

MEMBERSHIP | BOOKS & RESOURCES | EVENTS | EDUCATION | CERTIFICATION | Search

Professional - Dual Membership

Join or renew both your SHRM national membership and SHRM affiliated local chapter membership together.

Select your state and chapter on the right. Then, follow the steps to start or renew your SHRM Dual Membership.

SHRM is an individual membership organization. Anyone who is involved in HR, supervises the HR function or otherwise has an interest in HR is invited to join.

Benefits of SHRM Membership

- Personalized Content
- Legislative Resources & Updates
- Online Member Community
- Free Webcasts
- Discounts on SHRM Events and Educational Offerings
- Thousands of HR-Related Resources and More!

Benefits of Chapter Membership

- Network with local HR professionals
- Gain insights on HR best practices
- Discover local career advancement opportunities
- Earn PDCs for SHRM-CP or SHRM-SCP recertification

Choose Chapter

New York

Central New York SHRM, Inc.

ADD TO CART

*If you have already designated CNY SHRM as your local chapter, the **add to cart** button will not activate. This means you are already an active member and you do not need to take any further action.*

Choose Chapter

New York

Central New York SHRM, Inc.

ADD TO CART



4. Enter your **billing address information**, then click **next**

Checkout
1. Payment / 2. Review

BILLING ADDRESS

Full Name *

Country *
United States

Address Line 1 *

Example: 1234 Main Street

Address Line 2

Example: Apt. 3 or Suite #1516

City * State * Zip Code *
 -- Select --

Phone Number *
1

ORDER SUMMARY

SUBTOTAL 1 ITEM \$0.00
Subtotal Does Not Include Shipping Or Tax

TOTAL \$0.00

Promo Code
 Apply

Other Items (1) v

You will have an opportunity to review your order on the next step.


→ **NEXT**

5. Under the order summary, click **proceed to checkout**

MEMBERSHIP BOOKS & RESOURCES EVENTS EDUCATION CERTIFICATION Search

Home / Shopping Cart

Shopping Cart

Product	Unit Price	Qty	Amount
 SHMemPRO_DM_CNY Professional - Dual Membership - Central New York SHRM, Inc. Remove	\$0.00	1	\$0.00

ORDER SUMMARY

SUBTOTAL \$0.00
(Does not include tax or shipping)

Estimate Tax & Shipping v

Promo Code
 Apply

→ **PROCEED TO CHECKOUT**



6. Review that all the details entered are accurate, and click **place order**

The screenshot shows the checkout page for The SHRMStore. The navigation bar includes MEMBERSHIP, BOOKS & RESOURCES, EVENTS, EDUCATION, and CERTIFICATION, along with a search bar. The page title is "Checkout" and the progress indicator shows "1. Payment / 2. Review".

The cart contains one item:

Product	Unit Price	Qty	Amount
Professional - Dual Membership - Central New York SHRM, Inc.	\$0.00	1	\$0.00

The "ORDER SUMMARY" section shows:

SUBTOTAL 1 ITEM	\$0.00
Subtotal Does Not Include Shipping Or Tax	
TOTAL	\$0.00

There is a "Promo Code" field with an "Apply" button. The "BILLING ADDRESS" section shows "United States" and "+1 315-218-6547".

Below the billing address, there is a "Terms And Conditions/Cancellation" section with a checkbox and text: "By placing this order, I hereby confirm my purchase as selected and authorize SHRM to charge the disclosed fees to the credit card listed above. I've read and accept SHRM's Terms of Use, SHRM's Privacy Policy, and the cancellation terms in the Frequently Asked Questions. I understand that a condition of SHRM membership is my agreement to the SHRM Code of Ethical and Professional Standards in Human Resource Management. You may be responsible for additional taxes and fees, or for filing customs paperwork, depending on your location."

A blue arrow points to a "PLACE ORDER" button.

7. Once you submit your order, you will receive a confirmation email with your order number.

The screenshot shows the "Thank You For Your Order" page. The header includes "The SHRMStore" and "The World's Largest HR Store". The navigation bar is the same as in the previous screenshot.

The main content area says "Thank You For Your Order" and "Your order number is # [redacted] You'll receive a confirmation email in a few minutes." There is a "Continue shopping" link.

The "ORDER SUMMARY" section shows:

SUBTOTAL 1 ITEM	\$0.00
Subtotal Does Not Include Shipping Or Tax	
TOTAL	\$0.00