



Configuring the Membership Types

Member Type Administration

This screen allows you to define different member types for your chapter. Click 'Add Member Type' to add a member type, or Edit member type has a name, description, fee, duration and visibility.

Add Member Type **Display Sequence**

Your amounts may vary

Name	Dues (US\$)	Duration	Availability	Business Membership	Maintain
Member	55.00	12 Month	New Members and Renewals	No	
Member plus Household Member	78.00	12 Month	New Members and Renewals	No	
Student	0.00	12 Month	New Members and Renewals	No	
Life Member	0.00	12 Month	Admin Only - Not Publicly Available	No	

Member

General Settings

Name: Member

Description: Member (All members must be at least 16 yrs of age)

Check your local's bylaws for requirements

Duration: 12 Month(s)

Availability: New Members and Renewals

Renewal: Use default settings

Fee Change?: None

Web Site Menu: < Default Member Menu >

Financial Account: Master Membership Dues

Requires Approval?: ☐ Yes ☒ No

Business Membership: ☐ Yes ☒ No

Secondary Members

Does this membership include additional secondary members who will each have their own login and password? ☐ Yes ☒ No

Tertiary Members

Does this membership include additional tertiary members? ☐ Yes ☒ No

Fees

Chapter Level Fees

Primary Member Fee US\$ 55.00

Member plus Household Member

General Settings

Name: Member plus Household Member

Description: Member plus an additional member living in same household (All members must be at least 16 yrs of age)

Duration: 12 Month(s)

Availability: New Members and Renewals

Renewal: Use default settings

Fee Change?: None

Web Site Menu: < Default Member Menu >

Financial Account: Master Membership Dues

Requires Approval?: ☐ Yes ☒ No

Business Membership: ☐ Yes ☒ No

Secondary Members

Does this membership include additional secondary members who will each have their own login and password? ☒ Yes ☐ No

How many? Minimum: 0 Maximum: 1

Tertiary Members

Does this membership include additional tertiary members? ☐ Yes ☒ No

Fees

Chapter Level Fees

Primary Member Fee US\$ 78.00

Secondary Member Fee US\$ 0.00

Note full charge is at Primary level with 0 in Secondary

Life Member

General Settings

Name: Life Member

Description: Available only to members who have been members for 50 yrs or more

Since this a special membership, it is recommended that it be selected only by administrators for the Life Member

Duration: 12 Month(s)

Availability: Admin Only - Not Publicly Available

Renewal: Use default settings

Fee Change?: None

Web Site Menu: < Default Member Menu >

Financial Account: Master Membership Dues

Requires Approval?: ☐ Yes ☒ No

Business Membership: ☐ Yes ☒ No

Secondary Members

Does this membership include additional secondary members who will each have their own login and password? ☐ Yes ☒ No

Tertiary Members

Does this membership include additional tertiary members? ☐ Yes ☒ No

Fees

Chapter Level Fees

Primary Member Fee US\$ 0.00

Student

General Settings

Name: Student

Description: Student Memberships are free

Duration: 12 Month(s)

Availability: New Members and Renewals

Renewal: Use default settings

Fee Change?: None

Web Site Menu: < Default Member Menu >

Financial Account: Master Membership Dues

Requires Approval?: ☐ Yes ☒ No

Business Membership: ☐ Yes ☒ No

Secondary Members

Does this membership include additional secondary members who will each have their own login and password? ☐ Yes ☒ No

Tertiary Members

Does this membership include additional tertiary members? ☐ Yes ☒ No

Fees

Chapter Level Fees

Primary Member Fee US\$ 0.00

State and National PMP are zero; locals may charge any amount but are encouraged to keep free or low