

On-line registration for ASQ NY/NJ Metro Section Student Branch Membership

Go to <http://www.asq.org/> (this is the main ASQ page). Be sure to save it to your favorites.

On the left you'll see a heading <You Need...> Click on <Membership> There are plenty of other pages to visit from this one, i.e. [testimonials](#), [benefits](#), [FAQ](#), etc, etc. Come back later and check them all out; lots of great information to be had.

For now, just click on <[Join ASQ](#)> and go to [Online Application for Individual Members](#).

This is the screen #1 that comes up: Select <Student Member> then click on <Continue>. You have 30 minutes to complete the process or you'll have to re-start from scratch.

Address <https://secure.asq.org/ecommerce/newmember/execute/newMemberSetup>

ASQ

VeriSign Secured
VERIFY

Membership Application

1 2 3 4 5 6 7 8

Select Your Membership Type

- Full Member**
Annual Membership Dues: \$129.00 [More Information](#)
- Associate Member**
Annual Membership Dues: \$74.00 [More Information](#)
- Forum/Division Member**
Annual Membership Dues: \$31.00 [More Information](#)
- Student Member**
Annual Membership Dues: \$25.00 [More Information](#)

Important Note! Are you a past Member or Registered Visitor of ASQ? If so, please provide us with the following information to prevent duplicate information.

Log-In ID/E-mail Address:

Password:

[Log-In Help](#)

[Continue](#)

Screen #2 will come up requesting your personal and professional information. Student should use their student email accounts to ensure the desired results (i.e. membership within the ASQ Student Branch). If you are currently employed, you're welcome to enter the requisite business information instead. There is another section at the bottom for supplemental student info as well.

Unemployed students, you can simply repeat your home address data here but you must input something or the form will not populate.



Membership Application



New Member Information

* denotes required fields

* **Salutation:**

* **First Name:**

Middle Initial:

* **Last Name:**

E-Mail Address

ASQ does not sell your e-mail address.

* **E-Mail Address:**

* **Confirm E-Mail Address:**

Business Address

Please share both your business and home addresses so mail can be forwarded in the case of a change in address or employment. Only your preferred mailing address will be used otherwise.

* **Country:** Required Data. You can repeat your home address if desired

* **Company Name:**

* **Mailstop:**

* **Street:**

* **City:**

* **State:**

* **Province:**

Still on screen #2: Scroll down and make certain that all items marked with an asterisk "*" are filled in; then provide your home address as shown. **NOTE:** NJIT-employed students... select your home address as the preferred mailing address. Do **NOT** use NJIT as your preferred mailing address.

The screenshot shows a web form with two main sections. The first section, titled "Home Address", contains several input fields: "Country:" with a dropdown menu labeled "Select Country"; "Street:" with three stacked text boxes; "City:" with one text box; "State:" with a dropdown menu labeled "Select State"; "Province:" with one text box; "Postal Code:" with one text box; and "Phone:" with one text box. A large red circle highlights the "Country:", "Street:", "City:", and "State:" fields. To the right of this circle is a red-bordered box containing the text: "IMPORTANT! You'll need this informaton to be filled in so you can select it for your preferred mailing address". The second section, titled "Preferred Address Selection", contains the label "Preferred Mailing Address:" followed by two radio buttons: "Business" and "Home". The "Home" radio button is selected and circled in red.

Still on screen #2 – scroll down further to see the next section. Unemployed students may wish to follow my example; professionals are welcome to enter their own info. Please be sure to include those items that I've identified as "Required info". These are specific to our student branch.

Preferred Address Selection

Preferred Mailing Address: Business Home

Additional Information

Enter PRIORITY CODE (if available): Required info.
[What's this?](#)

How did you hear about us? ASQ Section, Forum or Division

* **Job Title:** Professionals may input their business info. Student

Job Title (if not listed above):

* **Industry/Market:** Higher Education

Date of Birth: NOT Required Day Month Year

Member Referral

Name of the member who referred you: This is required info. Paul G. Ranky, PhD

Referring member number: 63458864

Student Information

* **Institution:** New Jersey Institute of T.

* **Degree Program:** Master

* **Field of Study:** Input your own data. Engineering Management

* **Start Date:** September / 2008

* **Anticipated Graduation Date:** December / 2009

Membership Privacy

Occasionally ASQ shares its mailing list with carefully selected quality-related organizations to provide you with information on products and services. Please check this box if you do not wish to receive these mailings. This is a free service that you may cancel at any time by visiting the Change Address link in the MY ASQ area of www.asq.org.

* denotes required fields

This is your choice. I prefer to limit access to my information.

Continue

After you've filled in all the required fields above click on <Continue> to reach screen #3. Please select "0300 – NY/NJ Metropolitan" as your primary benefit section. It is your option to select additional sections but be aware that you'll be charged \$20 for each one you choose.

Membership Application



Select Your Section

Your student membership includes membership in one Section, which will help you connect with quality professionals in your community.

Please select your benefit Section from the list or waive your Section benefit.

You may add additional Sections for \$20.00 each.

To select additional Sections, hold down the control (Ctrl) key and click on the Sections of your choice. To deselect a Section, hold down the control key and click on the Section you wish to deselect.

Required Info

- 0207 - Central Mohawk Valley
- 0208 - Jamestown
- 0209 - Northeastern Pennsylvania
- 0210 - Cortland-Ithaca
- 0300 - NY/NJ Metropolitan**
- 0301 - Southern Connecticut
- 0302 - Mid-Hudson
- 0303 - Long Island
- 0304 - North Jersey
- 0305 - New Haven
- 0306 - Greater Danbury
- 0307 - Princeton

[Find the Section nearest you](#)

[International Members - How to Choose Your Section](#)

Waive Benefit Section

Continue

Once you've made your selection(s) for ASQ membership sections, click on <Continue> to bring up screens #4 and #5 (not shown). These are options that you might want to choose for additional fees. For students, each additional forum or division is \$10; the costs for publication subscriptions vary. NOTE: These additional options are NOT required for membership. Once you're registered as a student member you will receive regular digital mailings of the Quality Progress magazine for free.

Click on <Continue> to see screen #6: This is a review of all the information that you've provided in the earlier screens. Any additional options that were chosen will be tallied here. Make sure you first confirm all the data before clicking on "continue". If anything is amiss, you can go back to the previous screen to correct it.

Membership Application



Review Membership Benefits

Please review your membership information. Changing your member type will take you back to the beginning of the application. This will change the benefits available to you and their respective cost, so you will need to enter some information again.

Click "Modify Membership Benefits" to make any changes. This will take you back to the Section information screen. Click "Continue" to advance to the information you wish to change.

If you have no changes, click "Proceed To Payment Screen" to complete your application.

Joe Student

Student Member \$25.00

[Change Member Type](#)

SECTIONS

NY/NJ Metropolitan Benefit

[Modify Member Benefits](#)

MEMBERSHIP TOTAL \$25.00

Review Contact Information

Please review your membership information. Click "Update Contact Information" to make any changes. This will take you back to the Address Information screen. Click "Continue" to return to this screen.

If you have no changes, click "Proceed To Payment Screen" to complete your application.

Almost done... after clicking on <Proceed to Payment Screen>, you will see screen #7. Most of the data fields will be automatically populated from previous screen inputs. You **must** be certain that the requested information is **accurate** (i.e. Current Charges, Cardholder Name and preferred address). DO **NOT** USE NJIT for your billing address.

Before proceeding to <Submit Payment>, please click on <[ASQ Code of Ethics](#)> for a pop-up screen. You won't lose your place unless you've exceeded the 30 minute application time limit.

1 2 3 4 5 6 7 8

Membership Application

Payment Information

Current Charges: \$25.00

Credit Card: Mastercard

* **Card Number:**

* **Expiration Date:** January / 2009

* **Cardholder Name:** Joe Student

Your credit card info.
NOTE: ASQ will accept VISA, M/C and AmEx.
Be sure the cardholder name is correct before clicking on "Submit Payment"

The address shown below is the preferred address you selected earlier. If this is not the address of the credit card supplied, please change the address.

Address:

City:

State:

Postal Code:

Country:

* denotes required fields

This gets auto filled from the previous screens. Be sure to edit it to match your charge card info. DO NOT USE NJIT.

Code of Ethics

In becoming an ASQ member, you have the duty to follow the [ASQ Code of Ethics](#) and Society governing documents.

All applicants should read this ASQ Code of Ethics before proceeding.

[Submit Payment](#)

The next screen, #8, is for <Submit Payment> and you will only see it if your charge card is approved. There may be a request for the 3 or 4 digit security code on the back of your card so be sure to have this handy. Hopefully, everything goes through without a hitch and you'll receive a new Member Number along with a log-in name (your email address). A member card will be sent via snail mail. **Congratulations**, and welcome to the ASQ NY/NJ Metro Section Student Branch!