



## Instructions – How to Join as a New WCET Member

### IMPORTANT

- ◆ You must use a Visa or Mastercard credit card. DEBIT cards are not accepted.
- ◆ Decide if you wish to pay for 1 or 2 years.
- ◆ You can use the **Currency Converter** [www.xe.com/ucc/](http://www.xe.com/ucc/) to calculate the amount of payment in the currency of your country.

### HOW TO BECOME A NEW MEMBER

- ◆ Open the WCET website [www.wcetn.org](http://www.wcetn.org)
- ◆ Click on **Join the WCET** in the menu on the left.
- ◆ Click on **Would you like to become a WCET member?**
- ◆ A pop-up window **New Member Registration** will appear.
- ◆ Be sure to fill in **all** details. Type in your email address which will later be used as your username.
- ◆ Then click on **Next** to enter the payment page.
- ◆ Complete the payment section as follows:

The annual WCET membership fee is £20, to be paid by January 1st. If you make a membership payment during the year, pro-rata payments occur with the fee reducing to £15 for 9 months, £10 for 6 months and £5 for 3 months. However, it should be noted that pro-rata payments are automatically attached to full payment for the following year. If you tick the box marked "2 year", the membership payment will be £40 for the two years, plus the pro-rata payment if applicable.

**Remember! Only VISA or Mastercard credit cards can be used. Debit cards are not acceptable.**

- ◆ Click on **Make credit card online payment**



- ◆ A receipt will be emailed to you immediately once payment is accepted.
- ◆ This amount is automatically converted to your country currency on your credit card statement.

## TO CONFIRM YOUR MEMBERSHIP

- ◆ To test and complete your entry, open the website again and click on **Current Member Login** in the menu on the left.
- ◆ Type your email address as the username. Type in your password – this will take you to your file.
- ◆ Complete **all** details then click on **Update** to save any additions or changes you made.
- ◆ You **must** provide a postal address otherwise you will not receive the WCET Journal. Your preferred postal address will be where your journal is sent. Click on **Home or Work Address**.
- ◆ Please evenly spread your address between the lines provided as your mailing labels are printed from these details.
- ◆ If you wish to review your payments, click on the **Previous Payments** icon on the left.
- ◆ If you wish to be listed on the **WCET Global Member Search** on the public website, you must give permission for this. If you are willing to see patients you must enter your clinic times.
- ◆ For any queries contact the WCET Central Office at [wcet@on.aibn.com](mailto:wcet@on.aibn.com)