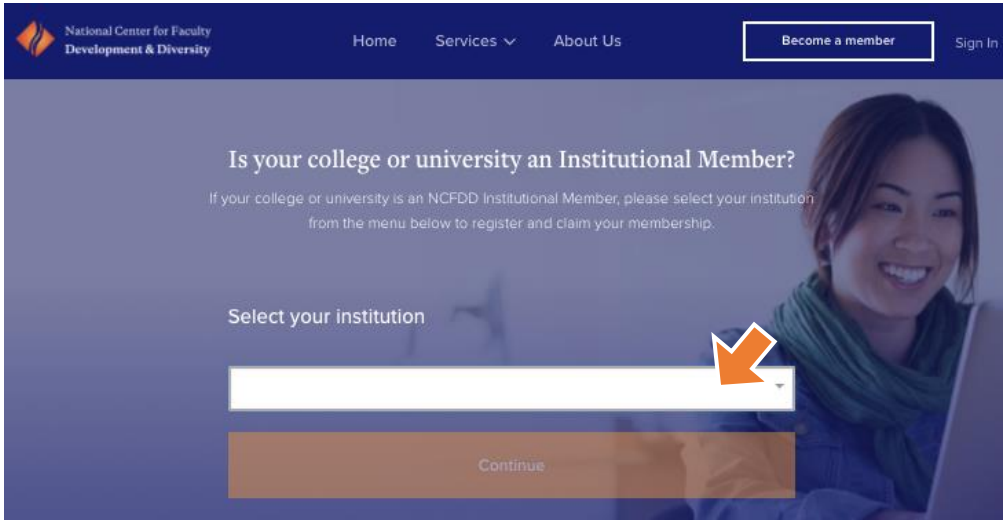


## HOW TO CLAIM YOUR INSTITUTIONAL MEMBERSHIP

**Step 1:** Go to <https://www.facultydiversity.org/join>. Then select your institution from the drop-down menu and click “Continue.”



National Center for Faculty Development & Diversity

Home Services About Us

Become a member Sign In

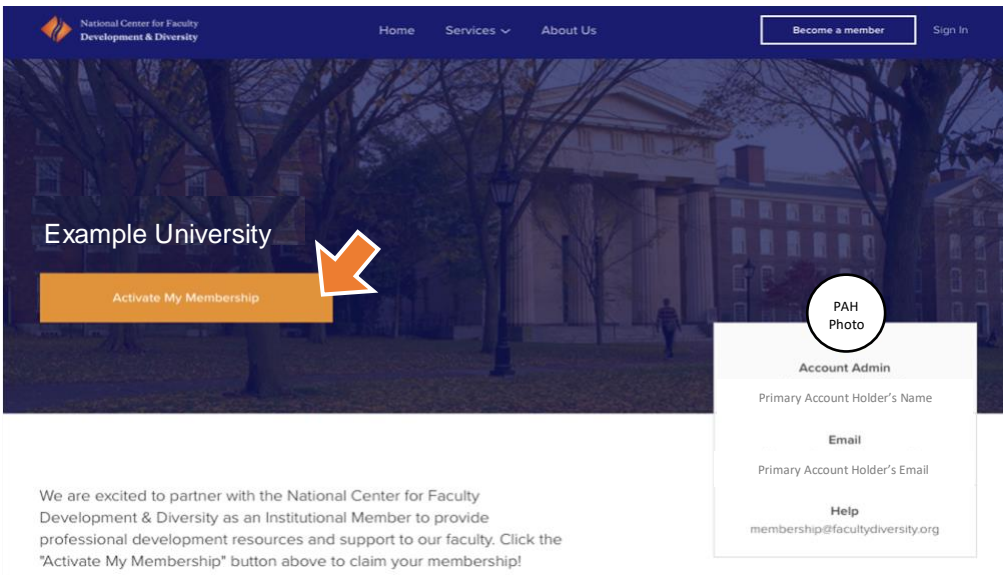
Is your college or university an Institutional Member?

If your college or university is an NCFDD Institutional Member, please select your institution from the menu below to register and claim your membership.

Select your institution

Continue

**Step 2:** On the institution’s landing page, click “Activate My Membership.”



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Example University

Activate My Membership

PAH Photo

Account Admin

Primary Account Holder's Name

Email

Primary Account Holder's Email

Help

membership@facultydiversity.org

We are excited to partner with the National Center for Faculty Development & Diversity as an Institutional Member to provide professional development resources and support to our faculty. Click the "Activate My Membership" button above to claim your membership!

**Step 3:** Complete a brief registration form using your institution email address.

**Step 4:** Open your institution email. Click “Activate Account” in the confirmation email.