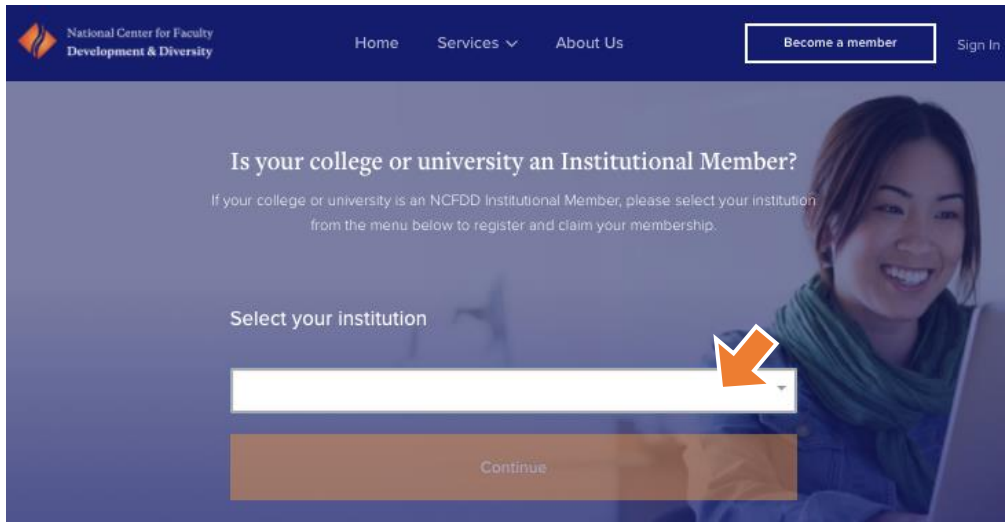


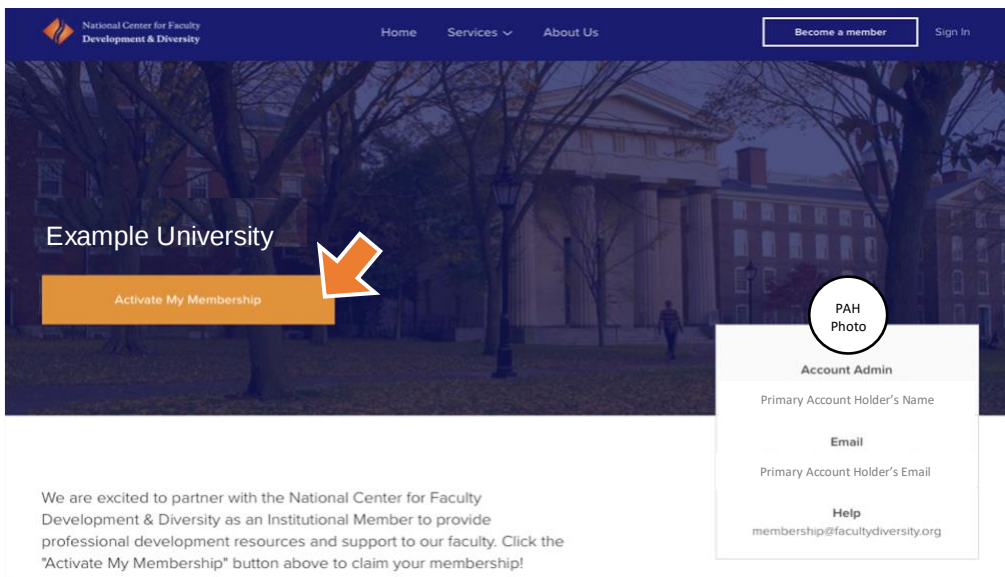
HOW TO CLAIM YOUR INSTITUTIONAL MEMBERSHIP

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



The screenshot shows the website's header with the logo, navigation links (Home, Services, About Us), and buttons for "Become a member" and "Sign In". The main content area asks, "Is your college or university an Institutional Member?" and provides instructions to select an institution from a drop-down menu. An orange arrow points to the drop-down menu. Below the menu is a "Continue" button.

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



The screenshot shows the institution's landing page with a background image of a university building. A button labeled "Activate My Membership" is highlighted with an orange arrow. To the right, there is a sidebar with a "PAH Photo" section, an "Account Admin" section with fields for "Primary Account Holder's Name" and "Email", and a "Help" section with the email "membership@facultydiversity.org".

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.