



MEMBER PAY – STUDENT MEMBERS

INSTRUCTIONS

Thank you for joining DECA! To make your membership official and begin taking advantage of your member benefits, please pay your membership dues through the DECA Online Membership System.

PAY YOUR DECA DUES

- Go to www.deca.org/studentportal to log into the membership system.
- Enter your **User Name (Member ID)** and **Password** provided by your chapter advisor.

Member Login

User Name(Member ID):

Password:

Welcome Students to your DECA Student Portal.
Please use your DECA Member ID and Password that you received from your Chapter Advisor.
In this portal you will be able to update your email address (only you can see your actual email), your demographic information, and your gender.
You can also add your DECA History. This could be any conferences that you attend and/or accolades that you received from DECA.
There will also be surveys available to you so that DECA Inc. hears from the students.
Any questions, please feel free to email DECA Inc. at membership@deca.org.

- Obtain parental consent to access the portal by providing their email address. They will need to click a link in an email sent to them to provide you permission to access the portal.

Portal Consent Request

Parent/Guardian Email Address:

Please enter your parent or guardians email address. They will be notified by email and will need to click on the link in the email so that you may access the member portal.

- Once you receive notification that your parent/guardian has provided permission to access the site, you will be prompted to change your password.

PLEASE ENTER A NEW PASSWORD BELOW TO PROCEED

Password:

- Click the red **Balance Due** button and pay your open membership invoice with a credit card. The amount shown is for your association and DECA Inc. dues.

PLEASE ENTER YOUR PAYMENT INFORMATION BELOW.

Click the Balance Due Button to pay your dues.

Note! Credit card payments made after 8:00 PM will be reflected on the next day.

First Name **Last Name**

Credit Card Number **Expiration Date** **CVV**

Billing Address

City **State/Province** **Zip/Postal Code**

- Once paid, the Balance Due button will appear blue and you can view/print your receipt by clicking that button.

DEADLINE: OCTOBER 15, 2020

FOR ADDITIONAL SUPPORT, PLEASE CONTACT YOUR DECA ADVISOR.