

Change Membership Type: how to add additional members to an existing account

Only applicable to Regions that offer 'Group Membership'

1. At the bottom of MY IPPS / Account: click this button to change membership type & create a new invoice

REVIEW ACCOUNT & CREATE A NEW INVOICE

2. In 'MEMBERSHIP TYPE' drop-down, select Group membership

Select Your Membership

WHICH REGION ARE YOU JOINING*

Southern Africa

- Please select -
Basic individual membership - R 1 600.00
✓ Group membership - Main member - R 1 600.00
Student individual membership - R 275.00

Register

Register a Member Account

1

Register a Member Account

2

Complete Payment

3

Registration Complete

Select Your Membership

WHICH REGION ARE YOU JOINING*

Southern Africa

MEMBERSHIP TYPE*

Group membership - Main member - R 1 600.00

COMPANY OR ORGANIZATION:

COMPANY POSITION:

3. Further down find the drop-down:

'REGISTER ADDITIONAL GROUP MEMBERS' & select YES

Register Additional Group Members

REGISTER ADDITIONAL GROUP MEMBERS?*

- Please select -

Terms & Conditions

I agree to the [IPPS Terms and Conditions](#).

CONTINUE →

4. Add up to 4 additional members names and contact details
Proceed to step 2 & 3

Register Additional Group Members

REGISTER ADDITIONAL GROUP MEMBERS?*

Yes

FIRST NAME: LAST NAME: MOBILE NO: EMAIL ADDRESS:

name@example.com

FIRST NAME: LAST NAME: MOBILE NO: EMAIL ADDRESS:

name@example.com