How to pay dues for membership



2. Login under "Membership and National Conference Registration". Enter your chapter number. The password is "service".



3. Click Membership Registration



4. Click either "Step 1" or "Continue to Step One" and proceed through steps 1-7.

Welcome to the 2016 - 17 FBLA-PBL membership year! The membership year runs from August 1 to July 31. You must pay in full for your members to be considered active. Dues payment must be received by midnight Eastern Time on the due date for n competitive events eligibility. Please review the membership dues sheet for details on your state and national dues. Step 1 - School Information Choose "Edit School Information" if you need to update your school information. Step 2 - Adviser and Principal Information: Review and update the adviser contact information to ensure you receive important mailings. There may be advised the adviser contact information to ensure you receive important mailings. as the primary adviser. Step 3 - Select Prior Year Members and Add New Members: If your chapter has returning members from prior years, choose them from last year's membership year by clicking "Go To Members Page". Then add your new members. Step 4 - Add Professional Division Members Step 5 - State and National Dues: Review the total amount of state and national dues for the most recent invoice. Remember that both state and National Dues: before students are considered members. Step 6 - National Scholarships Step 7 - Invoice/Receipt or Statement For questions regarding online registration, please contact the FBLA-PBL membership office at 800.325.2946 x135 or membership@fbla.or Important Notes: · The collection and proper disbursement of local, state, and national dues is the responsibility of the chapter adviser. Failure to remit collected state respective offices will result in students not being recognized as active members of FBLA-PBL, as well as the loss of privileges at national events. · Membership dues are non-refundable. · Any chapter credits not claimed by June 30 of the current membership year will be automatically donated to the scholarship fund.

5. Step 7 allows you to either pay online or print a receipt. You will not be able to register your students for LDI, SSLC, or SLC if their dues are not paid.

Continue To Step One