

How to find an NSGC Member or Guest User ID

As of July 27, 2018 all Category 1 CEU participants are required to have an NSGC Member or Guest account. Category 1 CEU activity organizers are required to collect NSGC member or guest user IDs from all Category 1 CEU participants, as this ID number plays a crucial role in the creation of Category 1 CEU certificates in the NSGC portal. Organizers will be required to include this number in their post-activity spreadsheet.

Certificates issued via the NSGC CEU Portal use the NSGC User ID as the unique identifier in order to store issued certificates in each recipients portal account. Certificates issued via the CEU portal are NOT emailed. Any emailed certificates are not stored in the portal.

Outlined below are three processes for obtaining an NSGC user ID: locating your NSGC User ID, Creating an NSGC guest account, and joining NSGC as a member.

Please contact the NSGC CEU Program with any questions or concerns on how to access this information.

Locating Your NSGC User ID

If you already have an NSGC Member or Guest Account, please follow the instructions below.

- 1. Visit <u>www.nsgc.org</u>
- 2. Select "Login" from the top, right-hand corner of the screen.



3. Enter in your NSGC login credentials. For issues with your username or password, select the "Username and/or Password Help" link.

4. Once you are logged in, select the "My Options" link from the top, right-hand corner of the page. Next, select "My Profile" from the dropdown menu.



5. Once on your profile, your User ID will be visible in two spots: under your name at the top of your profile, and in the "Uid" section under the "Profile" tab of your account. If you see something listed as a "Remote ID", do NOT use that number! Your "remote ID" is NOT the same as your NSGC User ID and will not work as a substitute. Your ABGC number or other ID numbers will also NOT work as substitutes for your NSGC User ID.

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ABOUT US EVENTS PUBLICATIONS NEWSROOM JOB CONNECTION EDUCATION		
No Picture Available User ID: 9638 group: NSGC Staff Added: Apr 10, 2016 Updated: Apr 19, 2017 09:58:02 Last Login: Jun 29, 2018	8	
Engagement Level: Power Users Total Logins: 2086 Forum Posts: 2 Image: First Login: Apr 19, 2016 Topic Subscriptions: 3 Last Login: Jun 29, 2018 Files Accessed: 229	Lifetime \$: Year to Date \$: Events Registered:	450.00 25.00 1
Engagement Level: Power Users Total Logins: 2086 Forum Posts: 2 First Login: Apr 19, 2016 Topic Subscriptions: 3 Last Login: Jun 29, 2018 Files Accessed: 229 Profile Membership Transactions Preferences Activity Emails	Lifetime \$: Year to Date \$: Events Registered: Options i My Profile	450.00 25.00 1
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6. Share this User ID with your Category 1 CEU activity organizer to ensure speedy certificate distribution.

Creating a free NSGC Guest Account

If you do not have an NSGC Member or Guest Account, and would like to create a free guest account, please follow the instructions below.

- 1. Visit <u>www.nsgc.org</u>
- 2. Select "Login" from the top, right-hand corner of the screen.



- 4. Follow the site prompts to complete your guest account regsitration.
- 5. See "Locating your NSGC Sser ID" instructions above to locate your NSGC User ID.

Joining NSGC as a Member

If you do not have an NSGC Member or Guest Account, and would like to join NSGC as a member, please follow the instructions below.

- 1. Visit <u>www.nsgc.org</u>
- 2. Select "Become a Member" from the site navigation.



3. Next, select "Join NSGC" from the dropdown menu and select the "Join NSGC Today!" button.

FIND A GENETIC COUNSELOR	
NEWS & INSIGHTS	There are five categories of NSGC membership:
	 Full
PATIENT RESOURCE SITE	Associate
POLICY & PUBLICATIONS	Student
MEMBER CENTER	Emeritus
	Please read our membership descriptions and guidelines outlined in NSGC's Bylaws to determine your appropriate membership status. All new memberships will incure a one-time only, non-refundable application fee of US \$15.
	Get an idea of the many advantages of joining NSGC by viewing NSGC's Member Benefits & Resources!
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	Fiscal/Calendar Year Membership Policy: NSGC memberships are based on the calendar year/NSGC's fiscal year, January 1 – December 31. Dues are paid for the current fiscal year, and are not prorated, with the following exceptions for New Members that join July-September.
	To assist you in securing support for your employer for your membership, NSGC has developed business case documents that you can download and complete with your own information:
	NSGC Business Case Worksheet and Employer Letter (U.S. and Canada) NSGC Business Case Worksheet and Employer Letter (International)
	New NSGC Members
	Are you ready to join the National Society of Genetic Counselors for the first time? Visit the New Member page today to learn more and sign up!
	Join NSGC TODAY!
	All new memberships will incure a one-time only, non-rerundable application fee of US \$15. New members that join

4. Follow the site prompts to complete your guest account regsitration.

5. See "Locating your NSGC Sser ID" instructions above to locate your NSGC User ID.