# Step 1 – Update your Member Profile

• Go to the website <https://cfuwkanata.ca/> click on **Log in** (upper left corner)

• If you don’t know your password, click on **Forgot Password** and follow the prompts

• Click on **your own name** in the upper left of your screen

• Click on **Edit Profile** and update your information including the two waivers and your volunteer interests

• **\*** Make sure you press **Save**

# Step 2 – Membership Details

NOTE: If you were a new member last year, click **Change**, then select **Full Member**

• Click on **Renew to 01 June 2025**

• If all looks good, click on **Confirm**

NOTE: You can stop at this point and make your payment later if you prefer. Next time you login, click on your name and continue to Step 3

# Step 3 - Payment

• Click on **View/Pay Invoice** in the yellow box

• Choose your method of payment

Support for Scholarships

Please consider making a separate donation to **CFUW Kanata Scholarship Trust** to provide scholarships/bursaries for female students graduating high school in Kanata/Stittsville/West Carleton. A charitable tax receipt will be issued for donations for a minimum of $20. **Cheques** made out to CFUW/Kanata Scholarship Trust should be mailed to:

CFUW/Kanata Scholarship Trust, 708-91 Valley Stream Drive, Ottawa, ON K2H 9G8. Etransfers are accepted at donate@cfuwkanata.ca

Membership Questions? Call **613-270-9844** or email Jennifer at **rosejen76@outlook.com**