



CREATING A NON-MEMBER ACCOUNT FOR PROGRAM REGISTRATION

To register as a non-member for NJSBA programs, you must first create an account. Please note that only select programs are open to non-member registration.

Follow the instructions below.

1. Click “Login” in the upper right corner of the NJSBA website (<https://www.njsba.org/>) and then click the “Get Started” button.

Login

In case of technical difficulty, please email callcenter@njsba.org for assistance.

1

Login

Username

Password

Remember Me

LOGIN

New member? Forgot your password? Not sure if you have a login?

GET STARTED

2. Enter the email address you wish to associate with the account and click “continue.”

Profile Identification

Please enter your email and press **Continue**.

E-mail

CONTINUE

3. The system will prompt you to create a profile. Click on “profile setup.”

Profile Identification

Please enter your email and press **Continue**.

The e-mail address entered was not found in the system. To create a new profile, click the Profile Setup button. If you believe you already have an account, enter a different email address and click Continue to try again.

E-mail

BACK **PROFILE SETUP** **CONTINUE**



- Under "Contact Type Selection" please select "company contact."

Contact Type Selection

If you are currently employed by a charter or public school, please select "District/Charter School Contact." If you are currently employed by a company that partners with NJSBA, please select "Company Contact."

- District/Charter School Contact
 Company Contact

- Enter all your information. Under "Company," please **slowly type** "Non-Member" and other "Role," please select "Other." Click "Continue" when you are finished.

Profile Setup Information


First Name



Last Name

E-mail Address

Confirm E-mail Address

Company

Non-Member  type slowly to pull up "non-member" and select the option

Role  Other 

Password

Confirm Password



6. Review and agree to the terms and conditions. Click “continue.”

Terms and Conditions

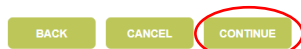
You are not required to be an NJSBA member or to provide personal information to visit public areas of the Association website. For locations requiring a login, you must have a specific user ID and password. Non-members will not have access to members-only features of the website, and will only be permitted to register for select NJSBA events. For security reasons, please do not share your user ID or password.

From our site, you may register to attend events or obtain products. These registrations may require you to provide the following:

1. Contact information such as your name and email address;
2. Demographic information such as ZIP code; and
3. Financial information to invoice for products.

The information we collect is used for internal review or to improve the content of our website. NJSBA does not sell personal information to third parties. However, it is required to provide email addresses on file in response to requests made under the Open Public Records Act. Other than responses to OPRA requests, NJSBA will not transfer or disclose personal information.

I agree to the terms and conditions above.



7. Once you have an account, you may **log in** and register for a program by clicking “upcoming sessions” under “Training” in the top navigation. Non-members must pay by credit card.

