



NATIONAL  
FFA ORGANIZATION

# Manage Roster Instructions



## Quick Guide to Self-Registering/Renewing Your FFA Membership

Updated: 11/2018

The following steps will walk you through the entire process of registering/renewing your FFA memberships. For more detailed information please review the *How To* guide for each individual step along with corresponding video by clicking on the wrench icon on each roster page.

### BEFORE BEGINNING KNOW WHAT DATA IS REQUIRED

Before starting your roster, it is important to know what data national and state require for your **Chapter Profile**, **Student/Member Roster** and **Teacher/Advisor Profile**. State required data is defined by each state and may vary.

- Currently alumni requirements are universal.
  - **Alumni Chapter Profile:** Alumni leader name and contact information
  - **Membership Roster:** Name, Address, City, State, Zip and Email Address

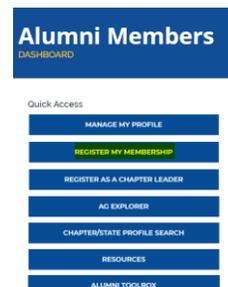
Required Chapter Profile data must be provided the first time it is presented. You will be prohibited from moving forward until the required data is completed. Once the data has been updated, you will only have to revisit/modify the required data when new data points have been added or existing data needs to be reviewed.

### HOW TO ACCESS YOUR MEMBERSHIP PORTAL:

1. Go to [www.ffa.org](http://www.ffa.org)
2. Open your **Dashboard** (*Student Members or Alumni Members*) (top right of page)



3. Under *Quick Access*, select **REGISTER MY MEMBERSHIP**



4. Open your FFA.org account

1. Returning members with an FFA.org account just need to login and register
2. Returning members without an FFA.org account will need to use one the following means to create an FFA.org login and then register:
  - a. Chapter Invite Code and first and last name exactly as shown in the system
  - b. Chapter ID and personal Invite Code, found on Manage Memberships
  - c. FFA ID and last name exactly as shown in the system, found on Manage Memberships
3. New members simply need to create a FFA.org account and register

**Option 1.**

**Current Online Member?**

Username

Password

**Sign In** [Forgot username?](#)  
[Forgot password?](#)

Still having trouble? Email [loginhelp@FFA.org](mailto:loginhelp@FFA.org).

**Option 2 & 3.**

**New to the FFA online experience?**

Register today to enjoy all the benefits of the FFA online experience. Click the "start here" button below to begin the process.

**Start Here**

5. Complete/Update the information on the Self-Registration page.

6. Submit Request

7. Notify local Alumni Chapter Leader that you have registered/renewed your membership so that they can approve it and send it on to the state level with your chapters dues/affiliation fees.

If you have any questions or problems please contact: [membership@ffa.org](mailto:membership@ffa.org)