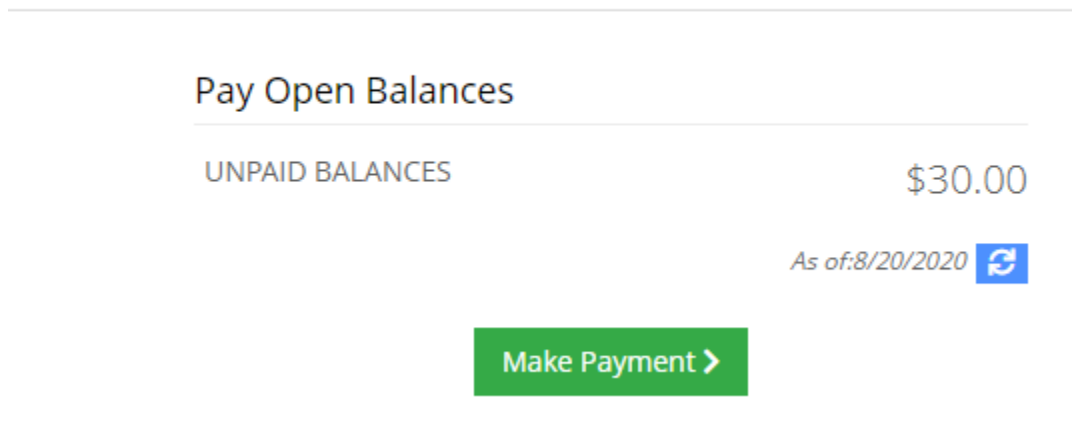


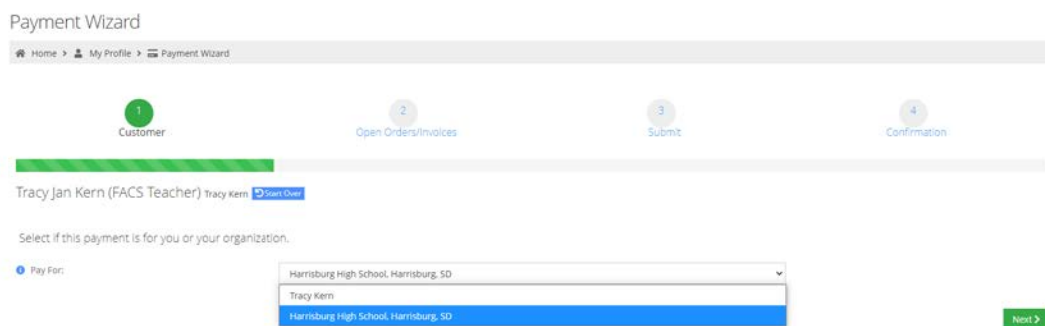


How to join/renew Educators Rising student members when the school or state is paying the invoice.

- First.** Students will sign up or renew individually through the EdRising Membership Portal. New members should use the [join link](#). Renewing members should login to the account that was created last year and then [click the link to renew](#). (Students must be attached to the same school record as the teacher leader.)
- Second.** At checkout, student members will select the Bill Me option. This will put an open order on the student record that the teacher leader will also be able to see on their account.
- Third.** The teacher leader will login to their account in the EdRising Membership Portal and click the Make Payment button under Pay Open Balances.



- Fourth.** Next, select their school from the dropdown. Once the open orders/invoice screen appears, check the 1st, 3rd, and 4th boxes and click search.



Payment Wizard

Home > My Profile > Payment Wizard

1 Customer 2 Open Orders/Invoices 3 Submit 4 Confirmation

Harrisburg High School, Harrisburg, SD Tracy Kern [Select One](#)

Use the below search button to filter results

Currency: *

Show Balances For: *

- Harrisburg High School, Harrisburg, SD
- All primary individuals related to Harrisburg High School, Harrisburg, SD
- All organizations related to Harrisburg High School, Harrisburg, SD
- All related individuals and all related organizations of Harrisburg High School, Harrisburg, SD

[Search](#)

Select All	Order/Invoice Number	Customer	Main Item	Balance	Order/Invoice Date	View
<input checked="" type="checkbox"/>	476260	Miriam Bart	Educators Rising - Student - Active-level	\$10.00	4/29/2020	View Order
<input checked="" type="checkbox"/>	476270	Crista Wiersma	Educators Rising - Student - Active-level	\$10.00	4/29/2020	View Order
<input checked="" type="checkbox"/>	476280	Grace Anderson	Educators Rising - Student - Active-level	\$10.00	4/29/2020	View Order

This

will show all open invoices connected to the school. Once the teacher leader verifies the list is correct. Use the browser print option to print the open order. Submit the open order to the office submitting the payment.

Fifth.

Sixth.

Mail Payment to:

Educators Rising
PO Box 13090
Arlington VA 22219

NOTE: Students will not be considered members until payment has been received. They will not have access to resources or appear on any member list.

All memberships are to be paid by February 1, 2021.