

2008-09 HOSA Affiliation Packet

Affiliation Process

The HOSA, Inc. Board of Directors has endorsed the use of the HOSA On-line Affiliation System. Many of your suggestions to improve the system have been implemented and we appreciate your feedback for continued improvement.

The board has asked that we collect demographic information for the same fields that are required by Carl Perkins Act. You will not be allowed to advance to the next screen without providing information. The online system allows chapter advisors the ability to view their affiliated HOSA members, print invoices, print membership rosters, register for the National Leadership Conference and much more.

If you have any questions or challenges using the system, please call National HOSA for assistance.

Internet Affiliation Instructions

1. The first step in using the internet affiliation system is to call your HOSA State Advisor or National HOSA Headquarters to request the password for access to the affiliation system. If you used the internet to affiliate last year, your password will be the same this year.
2. With your chapter's password and national charter number, go to the HOSA website at <http://www.hosa.org>. Click on *Advisor Services*, then, *Chapter Affiliation*. The first screen you see will contain instructions and the link, "Click here to proceed". You will then be asked for your national charter number and password. Enter the information and begin the online affiliation process.
3. After successfully logging in, you should reach the main menu. To access instructions for online affiliation, please click on the first link in the main menu. It is recommended that you review the instructions if you are unfamiliar with the online affiliation system.