

CAOA How to Use Your Discount Code – Member Renewals and Changing Levels

RENEWAL

- 1) Sign in and go into your profile
- 2) Scroll down and click on the blue button to Renew



- 3) Ensure your information is updated, and scroll to the bottom of the page to enter your discount code.



- 4) Once you enter the discount code click on "Update and Next" and follow the prompts to pay.

CHANGE MEMBERSHIP LEVEL

- 1) Sign in and go into your profile
- 2) Click on the “Change” beside your Membership level

Membership card



Image optimized for smartphones
Printable PDF

Membership level **Associate Member - \$125.00 (CAD)** **Change**

Subscription period: 1 year
No automatically recurring payments

Membership status **Active**

Member since Saturday, May 06, 2017

Renewal due on Saturday, September 10, 2022

Renew to Sunday, September 10, 2023

- 3) Check off the circle next to the membership level you would like to select and click on ‘Next’

Kathleen Jagannar | Change password | Log out



Home > My profile > Membership level change

Change membership level

Select membership level † Mandatory fields

Membership level

- General Member - \$45.00 (CAD)
Subscription period: 1 year
No automatically recurring payments
 - has an interest in aromatherapy
 - must comply with the CAOA's Code of Ethics and Standards of Practice
 - does NOT have voting rights
 - receives automatic 50% discount on advertising in the journal
- Professional Aromatherapist - \$145.00 (CAD)
Subscription period: 1 year
No automatically recurring payments
 - has a minimum of 200 hours verifiable education with a CAOA Approved School or one that meets the Core Curriculum standards, or has successfully completed the challenge exam
 - must comply with the CAOA's Code of Ethics and Standards of Practice
 - must comply with Continuing Education (CE) requirements
 - must carry professional insurance
 - has voting rights
 - is listed on the society's website
 - receives membership discounts to CAOA-hosted CE Events
 - receives the free quarterly journal
 - receives automatic 50% discount on advertising in the journal
 - has access to member-only areas of the CAOA website and Facebook group
- Registered Aromatherapist® - \$175.00 (CAD)
Subscription period: 3 year
No automatically recurring payments
 - has a minimum of 400 hours verifiable education with a CAOA Approved School or successful completion of the challenge exam
 - is entitled to use the Occupational Titles and Registered Trademarked Titles, Registered Aromatherapist - RA, Essential Oil Therapist - EDT
 - must comply with the CAOA's Code of Ethics and Standards of Practice
 - must comply with Continuing Education (CE) requirements
 - must carry professional insurance
 - has voting rights
 - is listed on the society's website
 - receives membership discounts to CAOA-hosted events, purchasing the Colleen Marie Lab Aromas software
 - may be highlighted on the society's website
 - receives the free quarterly journal
 - receives automatic discount on advertising in the journal
 - has access to member-only areas of the CAOA website and Facebook group

Please note: full price of the new membership term will be billed. No refund will be done. Contact your [site administrator](#) if you are expecting a refund.

Cancel **Next**

Continues on the next page...

- 4) Ensure your information is up to date. Scroll down to the bottom of the page and enter your discount code.

The screenshot shows a web form titled "Change membership level". At the top, it displays "New level: Registered membership (code: R1750R-ED42)", "Subscription period: 1 year", and "Not automatically recurring payments". Below this are "Cancel", "Back", and "Update and next" buttons. The form is divided into two sections: "Your profile" and "Membership info". The "Your profile" section includes fields for "First name" (with the value "Cathleen"), "Last name" (with the value "Engelmann"), "Organization", "Email", "Phone", "Address", "Home", "VAT Identification", "Member Country", "Membership Office", "Home Address", "Business Email", and "Business Phone". The "Membership info" section includes a "Discount code" field with the placeholder text "Enter discount code". A large red arrow points to the "Discount code" field.

- 5) Once you enter the discount code click on "Update and Next" and follow the prompts to pay.