

# NHSRA Online Membership Tutorial

## How to Login:

1. [www.NHSRA.com](http://www.NHSRA.com) > click on member login (top right) takes you to the membership site
2. enter your username (it has been emailed to you) and password under the 'Already a Member?' section
3. Every active NHSRA member already has an account (even if you have NOT logged into the system yet)
4. If you have trouble logging in or do not know your username please call the National Office: 303-452-0820 or email: [info@nhsra.org](mailto:info@nhsra.org)

Please **DO NOT** create a new account with the 'Becoming a New Member' section (on the right) because you don't know your username.

Account Portal

Important Information

Welcome to the NHSRA Member Management Portal.  
NEW member to NHSRA? Please use **Register New Member**  
After that Login with **SIGN IN**

**Already a Member?**  
To access your NHSRA account, claim your profile & enter your bio  
**LOGIN HERE**  
\*Your username has been emailed to you  
\*\* Issues? call the National Office (303)452-0820

Username:

Password:

**SIGN IN**

Forgot Password?

**Becoming a New Member?**  
If you are a current NHSRA member, you already have an account.  
**Use the SIGN IN on the left. (Please DO NOT create another account!)**  
New Members, start registration here:

**START REGISTRATION**

## How to Edit Profile & Enter Bio:

You'll see this at the top of the home page, click on the 'Edit My Profile' tab

Account Portal

Signed in as  **LOGOUT**

Profile Documents Transactions Horse of the Year Nominations **Edit My Profile** Report a Problem

→ If needed, you may edit/ update any personal info (username, email, phone #, etc.) and school info on this page.

Scroll down to the bottom of the page & enter your bio in this field:

Finals Biography

Finals Biography

200 character limit. 200 characters remaining

Biographies are locked before 04/01/2018, after 06/20/2018, and cannot be edited if they have been locked for Finals.

If you are having trouble with anything in the system, please click Report a Problem and let us know. We will get back to you ASAP.

**Remember to click SAVE (at the bottom) before leaving page!**

**SAVE ALL**

Cancel