

## Amendments passed unanimously by all national board members during the NRN NCC of USA Executive Board Meeting on April, 14<sup>th</sup> 2018.

*Highlighted section means added contain, and strikethrough section means removed contain.*

### 2. Required documents during application submission

2.2. The applicant shall submit **one of** the identification document mentioned in section 2.1 during the application process.

### 4. Application process (proposed updates)

4.1. Application shall be filled “online only” by visiting <https://nrnccusa.org/nrna-registration> **(registration page at the NRNA website)**. This is an easy three (1-2-3) step procedure as explained below.

4.1.1. Step-1: Go to <https://nrnccusa.org/nrna-registration> **(the registration page at NRNA website)** or the registration link provided by NRNA USA.

4.1.1.1. Fill out your first **(required)**, middle and last name **(required)**.

4.1.1.2. Profession is optional. If you provide your profession, this will be used with NRNA USA database in the future (not part of the membership program) NRNA NCC USA Membership Policy-Rev 0 Page 3 of 5

4.1.1.3. Provide your USA phone number **(required and unique)**, email address **(required and unique)** and complete USA physical address **(required)** where you currently live.

4.1.1.4. Under Verification, select the type of identification document you are submitting **(required)**.

4.1.1.5 Upload a copy of the identification document.

4.1.1.5. Under Passport/ID Number, type last 4 digits of your document number that you are submitting under ~~section 4.1.1.4 above.~~

4.1.1.6. Select Membership Type **(required)**.

4.1.1.7. Read Form NRNA-USA-001 completely and mark one of the four categories provided **(required)**.

4.1.1.8. Sign the form by writing your first name followed by the last name in the box provided **(required)**.

4.1.1.9. Upload your recent **passport size** picture. Picture is ~~optional~~ **required and will be used to develop NRNA Identification Card in the future.** ~~If you provide your picture, this will be used with your future official ID card in the future (ID card is not part of the membership program and will be decided by the future board).~~

**4.1.1.10. Please fill in other fields on the web page.**

4.1.1.11. Hit the button “Submit”

4.1.2. ~~Step 2: Check your email, open the email received from NRNA NCC USA. If you don't receive in your inbox, check the junk mail folder. Get the 6 digit email validation code provided in the email. Go back to your registration page and input the 6 digit email validation code. If you exit the registration page by any chance, click on the link provided at the email to get back to the registration page. Hit the submit button to proceed to the payment details.~~

4.1.2. Step-2: Check the text (SMS) in your smart phone. Get the 6 digit validation code provided in the text. Go back to your registration page and input the 6 digit validation code. Hit the submit button to proceed to the payment details.

4.1.3. Step-3: Complete payment information and hit submit. If payment information is correct, you will get payment receipt in the email.

Application filing is now complete.