Using PayPal to Pay for NCSA Membership or Conference Registration

Our online shopping cart makes payment easy. Following a few simple steps will mean you will be finished in no time.

NCSA uses PayPal to process credit cards. You **DO NOT** need to have a PayPal account to use our online payment option.

Please have your credit card ready.

| CONFERENCE REGISTRATION FEES | 2025 | |
|---|--------|--|
| Sustaining member conference fee | | |
| Faculty or Non-academic Professional member (with income above \$70,000/year) | | |
| conference fee | | |
| Faculty or Non-academic Professional member (with income between \$70,000 and | | |
| \$30,000/year) conference fee | | |
| Faculty or Non-academic Professional member (with income below \$30,000/year) | \$135* | |
| conference fee | | |
| Retired Faculty conference fee | | |
| Graduate Student conference fee | | |
| Undergraduate Student conference fee without membership | | |
| Undergraduate Student conference fee with membership | | |

*will have the option to add \$10 to subsidize a student's registration fees

Remember :

Conference fees include a one-year membership to NCSA. Payment of your conference fees will make you a member through December 31, 2025.

➤ If you have renewed your NCSA membership PRIOR to registering for the conference, you will need to enter the discount code sent to you—this will ensure you do not pay 2025 membership fees twice. Contact mmessine@bsu.edu if you need the code again.

Registering for the Conference

Go to http://www.ncsanet.org/annual-meeting/2024mtg/registration/ to the online registration page. The information you provide on the form is used to communicate with you throughout the year and mailing for

Sociological Focus (if applicable to your membership).

TIP: when entering your mailing address – use the address where you want your issues of Sociological Focus to be mailed. If a student, we suggest an address that you can receive mail year-round as journals tend not to be forwarded from academic year (e.g. dorm or temp apartment addresses). We want you to receive a full year of issues [©]

At the end of the form you will be asked to acknowledge that your only payment option is PayPal. If you do not check this box, your registration form will not be accepted.

You also will be asked if you have another person to register. If you click yes, the form will expand for another person's information. You may register up to four people in one session. Once you have entered information for each attendee, please click submit.

When you click submit, you will be taken to the PayPal page where provide credit card information.

Once at the PayPal page you have the option to use your PayPal you have one OR to pay with a debit or credit card. Click on your choice.

Again, you do not need to have a PayPal account – you can pay with a institutional credit card.

| PayPal | \$30.00 USD ~ | |
|----------------------------------|----------------------------------|--|
| PayPal Guest | Checkout | |
| We don't shar details with th | re your financial e merchant. | PayPal is the safer, |
| Onited/States | | No matter where you |
| | | shop, we keep your financial information |
| Card numbe | r | secure. |
| Expires | CSC = | 4 |
| First name | Last name | |
| Billing addre | SS | |
| Street addre | SS | |
| Apt., ste., blo | tg. | |
| City | | |
| State | ZIP code | |
| Ship to my | billing address | |
| Contact Infor | rmation | |
| RhoBhevpe | Phone num +1 | |
| Email | • | |
| Pa | Now | |
| Pa | IY NOW | |

The transaction now will like any other online Once you complete the

transaction, an online screen will show your transaction as complete.

If using an institutional credit card, be sure you have the correct address and phone number that accompanies the card. Is the department or accounting office the correct address and phone? One piece of incorrect information on this screen will void the transaction.

You will be redirected back to the NCSA website where you will see an on-screen summary from us. You are able to print this screen. In addition, you will also receive a PayPal email confirmation at the email address you provided in the transaction.

TROUBLESHOOTING ONCE AT PAYPAL SCREEN

Persons who have problems once at the PayPal screen have one of several common issues.

1) When entering billing information for a corporate/school credit card, be sure you use the correct mailing address. Your university's accounting department should be able to provide you with this information. The most common issue is the mailing address for the card is not the address of your department but the institution's accounting department.

2) You might receive a message saying account is limited:

a) This likely means the credit card you are attempting to use has not been linked to your PayPal account. Log into your PayPal account and enter your credit card as an authorized card to charge purchases to if there are no funds or not enough funds in your PayPal account to cover the registration.

b) This could also mean your savings account is not linked. You may link your savings account to your PayPal account.

A limited account is simply one that does not have available or accessible funds. PayPal requires either a credit card or bank account be linked to the PayPal user account. This ensures the vendor receives their money and PayPal that you have the funds to cover your purchases.

If you receive a message saying there is a problem with the email you are using to make the purchase. Call the PayPal support number to determine the problem. It may be the email address is not an authorized address for the account. PayPal support options can be found by clicking 'contact us' at the bottom of their web page.

