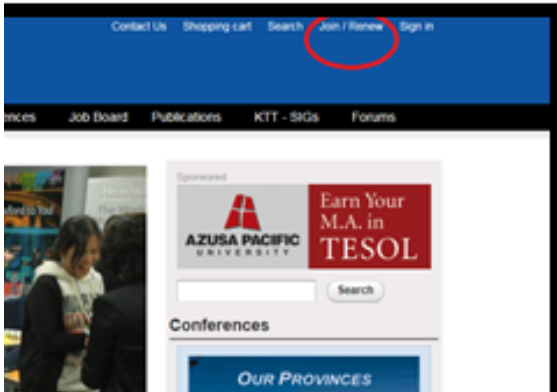


# A STEP-BY-STEP GUIDE TO JOINING KOTESOL



2. Go to <https://koreatesol.org/> and click on “Join/Renew.”

Home

## Join KOTESOL

All English teachers or English-based businesses, of any level or nationality, are eligible to join KOTESOL. We welcome native and non-native speakers of English teaching at primary schools, secondary schools, language institutes, companies, and colleges/universities. Undergraduate students may join as student members.

### 3 easy steps to Join!

1. Create a user account
2. Verify email account
3. Purchase an annual membership

### To Renew, just

1. Login
2. Purchase an annual membership

**NEW, START HERE**

Pay/Renew Membership

### Annual Membership Dues:

- Regular (Domestic) Membership (live in Korea), ₩50,000

1. *If you do not have an online profile:* Click “New, Start Here.”

*If you already have an online profile:* Click “Pay/Renew Membership” and skip to Step 8.

### Create new account

You are not logged in.

[I have an account](#) [I want to create an account](#)

Username \*

E-mail address \*

Confirm e-mail address \*

Please re-type your e-mail address to confirm it is accurate.

Password \*

Confirm password \*

Please provide a password for the new account in both fields. Password must be at least 12 characters.

Title

- None -

Family name \*

Given Names \*

Chapter \*

- Select a value -

Select the Chapter you wish to attend or International Community if you reside outside of Korea.

Postal Mailing Address Label \*

3. Fill out your profile information.

\* Your username should be just your first name and last name, separated by a space.

\* Your password must be 12+ characters long.

\* Please include a complete and properly formatted mailing address, including the 5-digit postal code. There is an example on the right-hand side of the page.

\* If you do not want to receive hard copies of *The English Connection*, please click the box that says, “Don’t Send (Postal) Mail.”

## Verify your email to complete your application



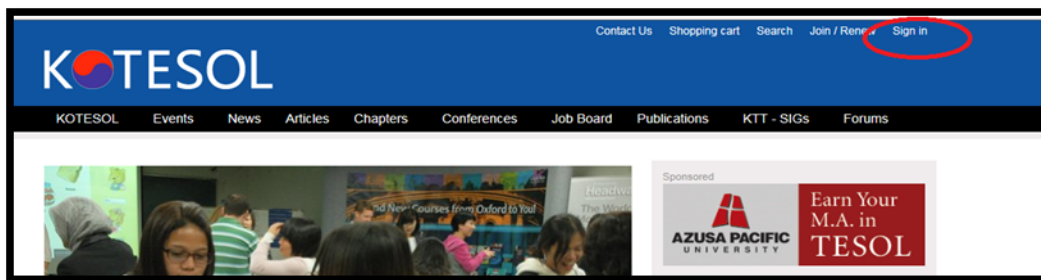
Thank you for signing up with KOTESOL.

A confirmation email has been sent to your Email address. You must complete the verification found in the email to activate your account.

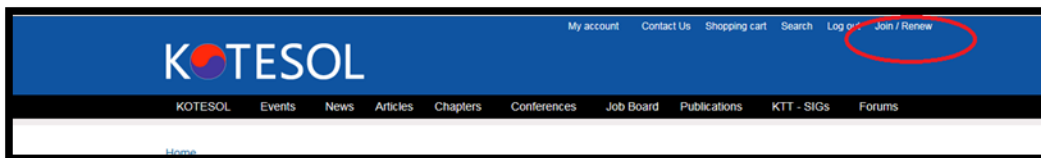
- If you can't find the email in your inbox check your spam folder.
- Be sure to add KOTESOL to your trusted addresses.

4. Once you fill out everything and click "Create new account," you should get to a page like this. Go to your email and click on the link.

5. You might want to test your log-in details. Log yourself out, if necessary, and then log back in (just click "Sign in").



6. You will now be on your account page. Click on "Join/Renew."



## Join KOTESOL

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### 3 easy steps to Join!

1. Create a user account
2. Verify email account
3. Purchase an annual membership

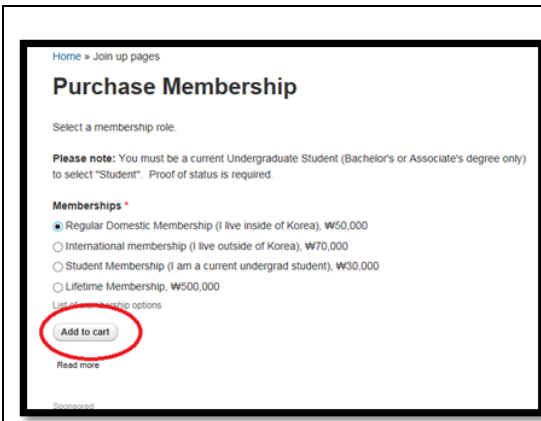
### To Renew, just

1. Login
2. Purchase an annual membership

[NEW, START HERE](#)

[Pay/Renew membership](#)

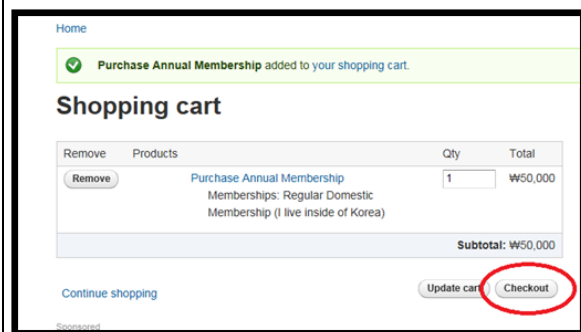
7. On the next page, click "Pay/Renew membership."



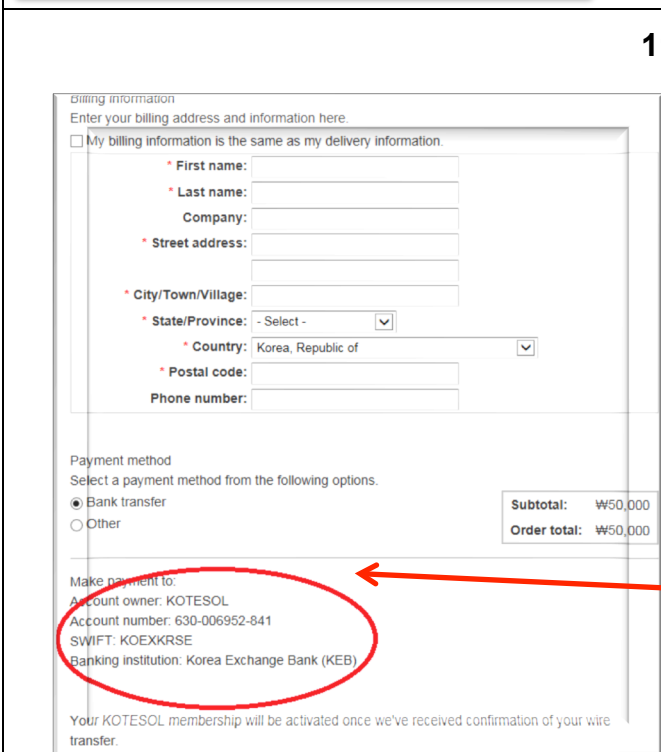
8. Choose the membership option you want and then click “Add to cart.”

\* If you live in Korea, and you are not a student, and you don’t want a lifetime membership, you should choose “Regular Domestic Membership.”

\* If you don’t live in Korea, you should choose “International Membership”



10. Check that your purchase is correct and then click “Checkout.”



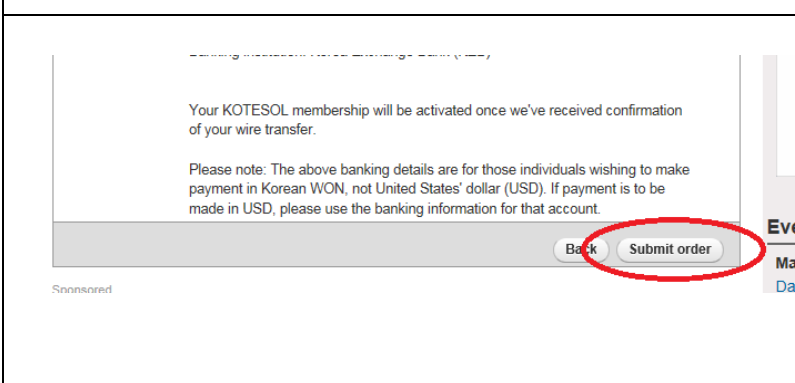
11. Fill out the billing and shipping address. If you are ordering a domestic membership, please use a domestic (Korean) address.

**NOTE:** These are formalities only; neither of these addresses is actually used by KOTESOL.

If you are paying by bank transfer, select “Bank transfer.” If you paid in person at an event, select “Other,” then write the details (e.g., “Paid at Gwangju chapter meeting,” “Paid at International Conference,” etc.) in the “Order comments” box that appears.

\* Take special note of the bank name and account number for KOTESOL; you will need these to transfer money in order to finalize your membership.

Click “Review order” when you are finished.



12. On the next page, click “Submit order.”

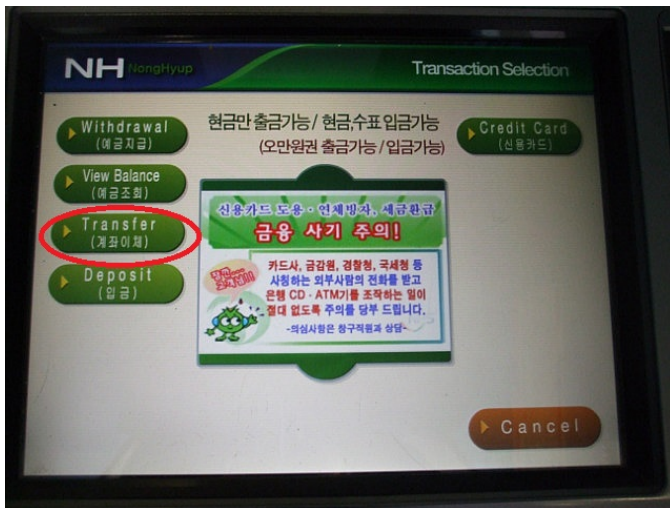
You should receive an email order confirmation, and an order will appear in your online account (“My account” —> “Orders”). Your order will be marked “Pending” while your membership is being processed (7-10 business days).

### 13. Transfer the amount due. Go to an ATM for your bank.

NOTE: The images here represent a single bank's ATMs. Your bank's interface may be slightly different.



Insert your card and put in your pin number and details as usual. (Note: Most ATMs offer an “English” option.)

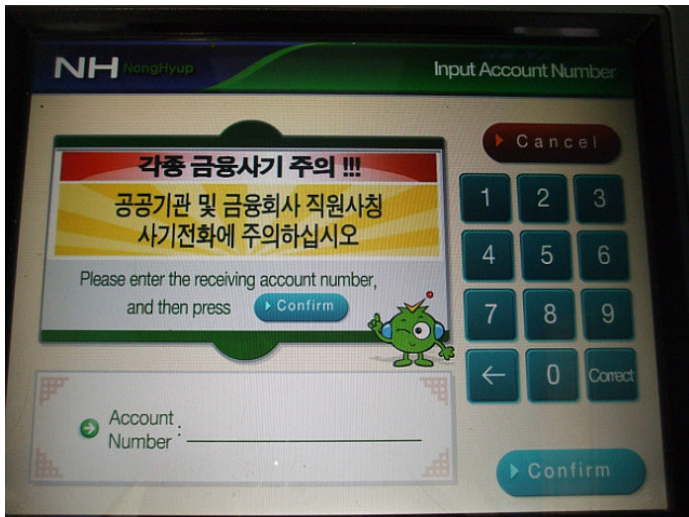


Select the “Transfer” option.

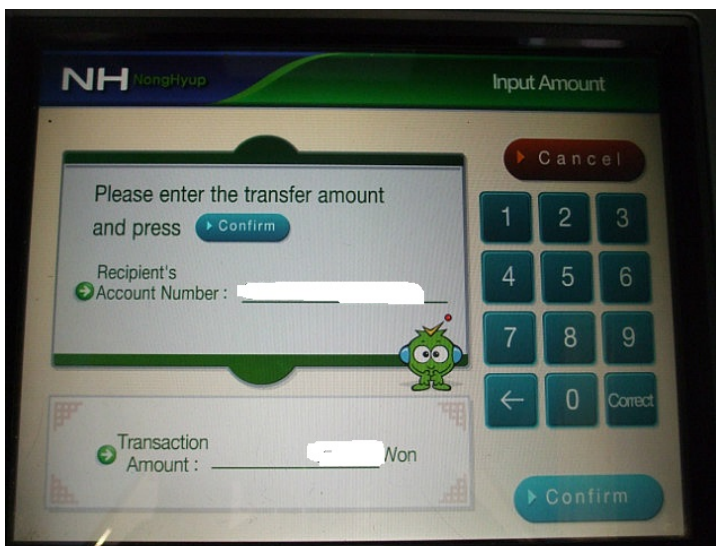


Find KEB/Hana (KEB하나).

Then input KOTESOL's account number (see Step 11). Please double-check the number!



Then input the amount you wish to send. Please make sure you send the correct amount!



Make sure the account details and amount of money you are sending are correct. Finalize the transaction when you are ready.

*(Thanks to <http://globaldaegu.blogspot.kr> for the ATM images.)*

**You're finished!**

After KOTESOL receives your payment, it will take about 7-10 business days to process your membership.

If you have any questions, please feel free to email [membership@koreatesol.org](mailto:membership@koreatesol.org).

**Welcome to KOTESOL!**