

# HOW TO CREATE A MY ROTARY ACCOUNT



1

CREATE AN ACCOUNT

Go to [my.rotary.org](https://my.rotary.org).



Select **Register**.

Complete the fields under **Create an Account** and select **CONTINUE**.

Create an Account

You'll receive an email with a link to activate your account.

Already have a My Rotary Account? [SIGN IN](#) >

First Name\*

Last Name\*

Email\*

Are you 18 years or older?\*

- Yes  
 No

By creating an account, you agree to the [Terms of Service](#) and acknowledge our [Privacy Policy](#).

CONTINUE



# 2 ACTIVATE YOUR ACCOUNT

## Activate Account

After you activate your account, this screen appears. Complete the fields and select **CONTINUE**.

To activate your account, please add a password and security question.

Your password:

- Must be at least 8 characters
- Must contain 1 lowercase letter
- Must contain 1 number
- May not include any part of your email address

Form fields for account activation:

- Password\*
- Confirm Password\*
- Security Question\* (dropdown menu)
- Answer\*

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**CONTINUE**

**Sign In**

To sign in, enter your email address and newly created password and select **Sign In**.

Form fields for sign in:

- Username
- Password
- Remember me
- Sign In**

If your email address matches our records, no further steps are needed. If it doesn't match, follow step 3.

# 3

## VERIFY MEMBER STATUS

Welcome to My Rotary! Answer the following questions to finish setting up your account

### Your Member Status

Tell us your member status.

What is your member status?\*

- I'm a current or former member of a Rotary Club
- I'm a current or former member of a Rotaract Club
- I have never been a member of any Rotary Club or Rotaract Club

Note: If you belong to both a Rotary Club and Rotaract Club, you can choose either option.

CONTINUE

If your email address doesn't match one in our records, you'll be asked for your member status.

Choose your member status and select **CONTINUE**.

You'll be asked to enter a previous email that may be associated with us.

If you don't have access to that email address, we'll create a new account for you.