

NSP Candidate Registration Process

The full registration is a 7 step process. They will prompt you to add your dues to the cart and pay. This should get you where you need to be. Please note that **There may be a processing delay of up to 2 business days after the Candidate pays to get full access to the www.nsp.org website as a NSP Member.**

Steps 1

Go to the www.nsp.org website and create an account. If you have an account already, use existing account information.

Steps 2 & 3

If you are already on a Patrol roster, please skip to step 4.

If you are not already on a patrol roster, contact the Patrol Rep of the patrol with whom you will be working, (Step 2) give them your Member ID, and (Step 3) request they add you to their roster.

You cannot continue until this step is completed. You will know it is completed when the Patrol name is listed in BLUE under your name on your profile.

Step 4

The Candidate will go to www.nsp.org , click Member Sign In and sign in to their account using their email address as the username and the password they created. After they sign in they will see a button on the right side of their screen that says "PATROL CANDIDATES". The new Candidate will click on this button. They will be brought to a screen that will explain the join process. Click NEXT. If you don't see a similar screen to the one below, click on the NSP logo first, and this screen will show up.

Step 5

After, the Candidate will see a screen that explains the steps above. **CLICK "NEXT"**

You will then get a screen that breaks down their National, Division, and Region dues, as applicable. The Candidate will **CLICK "ADD TO CART"** on this screen, as shown below.

If the Candidate does not see this screen then most likely they were not added to the roster by the Patrol Director, or it has not been 24 hours since they were added.

Step 6

On the next screen, they will click **“VIEW CART”**. Do not click **“Next”**

Step 7

The Candidate will scroll down and continue to put in their credit card information and click **“Submit Order”** at the bottom right corner of their screen. Make sure to change the Credit Card type if you are not using a VISA. After they click **“Submit Order”** the Candidate should receive a confirmation email sent to the email on their account within 2 hours of submission. The following business day the Candidate should receive a NSP membership card to the email on file. **There may be a processing delay of up to 2 business days after the Candidate pays to get full access to the www.nsp.org website as a NSP Member.**