## How to create an account in EdTA's Community Hub

Step 1: Click on this link.

## Step 2: Click on Don't have an account link.

If this is your first time logging in, please click the *Forgot Your Password*? link at the bottom of this page to reset your password.

NOTE TO STUDENTS: Please try your official school email address first as that is likely what your teacher used to create your account. If that doesn't work, then try your personal email address. If you are an inducted Thespian do not create a new account.

If you've never created an account with us, please click the Don't Have an Account? link below.

We encourage you to take this opportunity to ensure your contact and demographic details are accurate and complete.

Questions? Visit this page for helpful documentation and videos. You may also contact our Membership team by emailing MEMBERS@schooltheatre.org.

Log In Email			
Password			
a.			
Log In			
Forgot your password?			
Don't have an account?			

Recent changes within your Troupe? To request a change of Troupe Director, please create an account.



Step 3: Fill out this form completely and then click on Create Account.

My Contact Information	n
First Name *	
Last Name *	
Gender	None 🗸
Gender Pronoun	None 🗸
Ethnicity *	Select Some Options
Mailing Country Code	None 🗸
Mailing Street	
Mailing City	
Mailing State/Province Code	None 🗸
Mailing Zip/Postal Code *	
I'm not a robot	reCAPTCHA Prisacy - Terms
Security & Login	
Email *	
Retype Email *	
Password *	
	Your password must be at least 8 characters long, have a mix of letters and numbers, and cannot contain your username. Password Strength:
Retype New Password	
	Create Account



## How to add an affiliaiton

**Step 1:** While on your Personal Snapshot page, scroll to the bottom and click on Add Affiliation.



Step 2: Enter name of troupe or school and click on earch.

Search For Companies			
Search to see if your company already has a profile.			
	Account Name *		
	Daytime Phone		
	Account Fax		
	Website		
		Search	
		Create New Company	

Step 3: Find the school and then click on Add Affiliation.



