To create a NWAIS Web Portal Account

1. If you do not have an account, select Create an Account. (If you do have an account, you will see a notification once you attempt to create a username and password.)

2. This will bring you to the Select Your Membership Type page. Select an applicable membership type and click CONTINUE.
3. This will bring you to the registration form. While you do not need to fill out completely at this time, you should include the noted items at a minimum. Please use your school as your organization and include a school email address, if signing up as a Member Employee.

4. Once completed, select SUBMIT. You will be notified when your account is approved.