

Member Log-In

- Open your preferred web browser and go to **your chapter or district website.**
- Scroll to the bottom of the page and click **“Login.”**
- Type your **control number** in the first field.
- If this is your first time logging in, please enter your **control number with the ZEROS** (nine digits) for **both the username and password.** You will be prompted to change your password.

A screenshot of a web login interface. At the top, there is a circular icon with a person silhouette and the text "Login to your account". Below this is the instruction "Enter your credentials below". There are two input fields: the first contains the number "004055746" and the second contains a series of dots. At the bottom of the form is a green button with the text "SIGN IN" and a circular arrow icon.

Forgot Password

- Open your preferred web browser and go to **your chapter or district website.**
- Scroll to the bottom of the page and click **“Login.”**

A screenshot of a login page. At the top, it says "Login to your account" with a user icon and "Enter your credentials below." Below that, a red warning message states: "Your IHQ password will not log you into this portal. If this is your first time logging, please enter your control number with the ZEROS (nine digits) for both the username and password. You will be prompted to change your password." There are two input fields: "Your Login" and "Your Password", both with "The text field is required." labels. At the bottom, there is a green bar with a "SIGN IN" button and a link for "Forgot your password? Need to create an account? Sign up here." The "SIGN IN" button is circled in red.

- Click on **Forgot your password.**
- Enter your **control number** with all the zeros
- Click on **Reset Password** button

A screenshot of the "Forgot Password" form. It has a title "Forgot Password" and a subtitle "Enter your Control Number and we will send you an email with a link to reset your password." Below the subtitle is a text input field labeled "Control Number:" and a "Reset Password" button.

- You will receive a **Password Reset Email.**
- Click on the **link in the email, and enter your new password.**
- **Confirm** your password, and click the **Reset Password** button to complete the process.