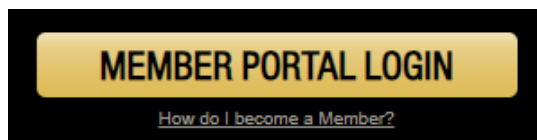


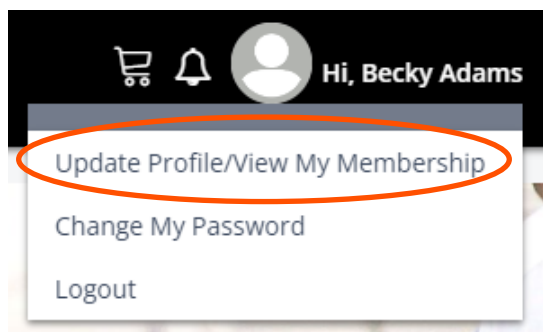
2023-2024 ACCESS TO THE THSCA MEMBER PORTAL

UPDATE YOUR MEMBER PROFILE:

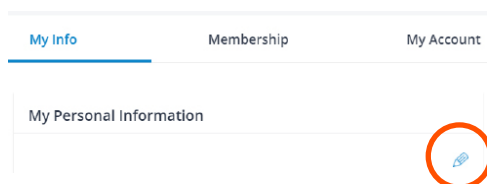
1. Navigate to www.thsca.com and select the gold button at the top labeled Member Portal Login.



2. The first time visiting the new portal you will be required to set up a new password, so select the **Forgot your Password?** option. **Your initial username will be the email address we have on file for your member account.**
3. The system will email a link/verification code for you to verify your account and set-up a new password. *(If you have any difficulty remembering the email address you used for account set-up, or you do not receive the verification email to reset your password, please call our THSCA office 512.392.3741 and we can assist you.)*
4. Click on the Round Grey User icon on the top right and select **“Update Profile/View Membership”**.



5. Select the blue pencil icon under **“My Personal Information”** to update your contact data. Choose the blue **Update** button at the bottom of the screen to save your changes.



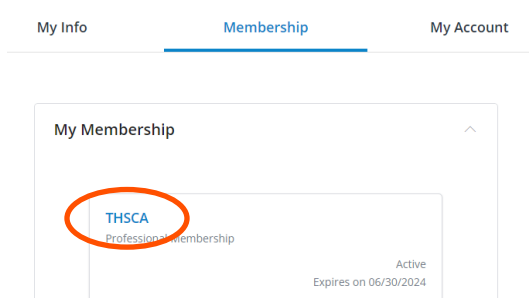
DOWNLOAD AND PRINT/SCREENSHOT YOUR THSCA MEMBERSHIP CARD:

Your 2023-24 THSCA digital membership card is accessible through the THSCA Members Portal on our website. You can download your member card at any time and choose to either print it and carry it in your wallet, or screen shot a photo of it on your mobile device and keep it ready when you need it!



To print/screenshot your Member Card:

1. Login to the THSCA Member Portal and click on the Round Grey User icon on the top right and select **“Update Profile/View My Membership”**.
2. Click on the **Membership** tab, and you will see THSCA in blue under My Membership. Click on the blue **THSCA** letters.



3. Scroll all the way to the bottom of the screen and locate the option to **“Download My Membership Card”** under **Membership Tasks**.
4. Your membership card should download as a PDF that you can print or screen shot on your mobile device for proof of membership. Please note if you do not see the download you may need to turn off your pop-up blocker first.