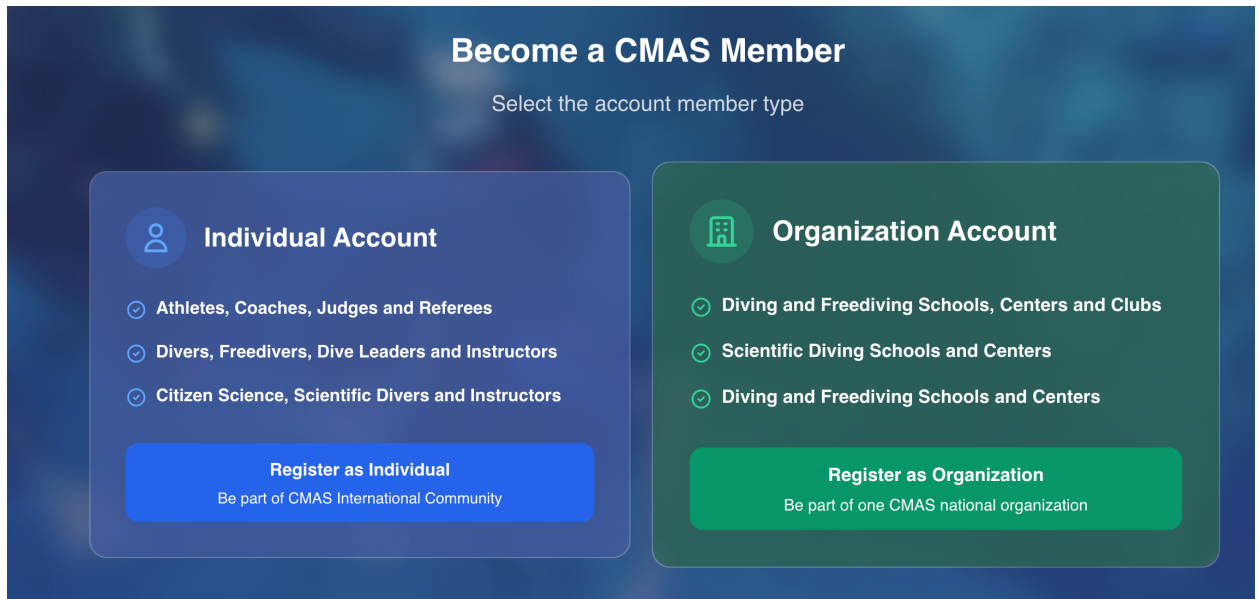


Register Individual CMAS Account

Your CMAS Individual account is your personal gateway into the CMAS certification system. All of your certifications will be registered to this account. You will be able to view your personal information, as well as your certifications through this account.

1. Visit <https://portal.cmas.org>
2. Under Become a CMAS Member, click the Register as Individual button



The screenshot shows the 'Become a CMAS Member' registration page. At the top, it says 'Select the account member type'. There are two main options: 'Individual Account' and 'Organization Account'. The 'Individual Account' option is highlighted in blue and includes a list of roles: Athletes, Coaches, Judges and Referees; Divers, Freedivers, Dive Leaders and Instructors; and Citizen Science, Scientific Divers and Instructors. Below this list is a blue button labeled 'Register as Individual' with the subtext 'Be part of CMAS International Community'. The 'Organization Account' option is highlighted in green and includes a list of roles: Diving and Freediving Schools, Centers and Clubs; Scientific Diving Schools and Centers; and Diving and Freediving Schools and Centers. Below this list is a green button labeled 'Register as Organization' with the subtext 'Be part of one CMAS national organization'.

3. Complete the personal information section as indicated. The Location field should contain city and state code separated by comma. Eg Location: Tamps, FL

4. Under Federations and Organizations, Select Country, Committee and National Federation as indicated below

Federations and Organizations

 Choose the national federation you want to join as a member. We will send a request for affiliation to the national federation and organisation you have selected.

1 Country

2 Committee

3 Federation

Select Country *

United States of America

Select Committee *

Diving, Technical Diving & Freediving

National Federation *

Professional Institute of Dive Educators

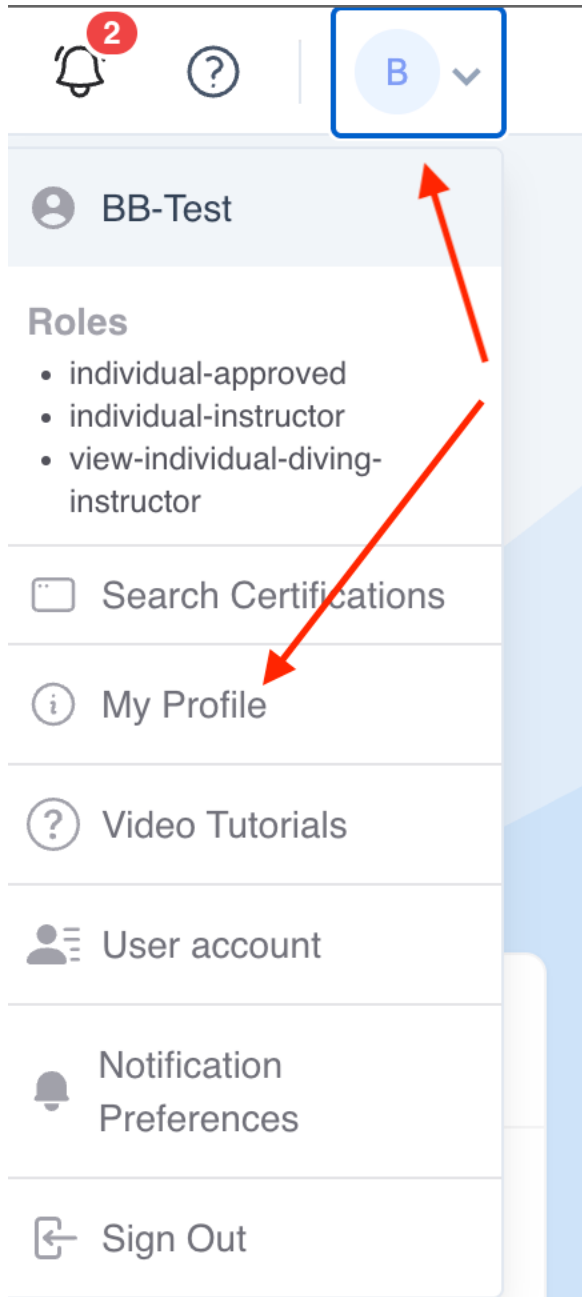
5. Skip the Identification Document section
6. Complete the login email and password section, Review and consent to the policies, and click the Submit registration button.
7. Check your email for verification instructions and complete.

Set your profile picture

This is the picture that will appear on all of your CMAS certification documents, including certifications cards. It should be a clear picture of your face with neither hat nor sunglasses.

1. Log into your individual CMAS account

2. In the upper right corner, click the circle with your initial and select My Profile



3. Click the edit button in the right hand corner of your screen

4. In the middle of the page, click the choose file button to upload a picture.

Individual Information



Photo / Avatar

Choose File

No file chosen

*Only Jpg or Png files.

Address

5. Verify in the preview that you are happy with the photo and click the save record button at the bottom of the page.

Affiliating with an Entity

You can optionally request to join your local instructor, club, shop or other CMAS organization. The leader of that organization will tell you what entity name to use. If you are registering to receive training from an instruction, you must complete affiliation with your instructor in order to complete certification.

1. Sign into your CMAS individual account and select entities on the left side menu
2. Under Request to Join an Entity, make sure “Professional Institute of Dive Educators” is the selected National Federation. Then select the name of the entity you wish to join under Entity

CMAS

- Dashboard
- Federation & Organization
- Entities**
- My Certifications
- My Licenses
- Personal Documents

Entities

Join an Entity
Here you can view entities associated with your active federations and send requests to join them. Joining an entity allows you to participate in its activities and events.

REQUEST TO JOIN TO A ENTITY

National Federation and Organization	Entity
Professional Institute of Dive Educators	

[Submit Request](#)

3. Click “submit Request” . Once your request is approved by the entity owner, you will be afffiliated with the entity.