PORTAL REGISTRATION AND SIGN IN INSTRUCTIONS

- 1. Copy and paste one of the following links into your browser
 - a. To Create an Application
 - i. https://portal.afas.org/SignIn?returnUrl=%2Fea-eligibility%2F
 - b. To continue working on an existing application
 - i. <u>https://portal.afas.org/SignIn?ReturnUrl=%2Fmy-applications%2F</u>
- 2. Enter your email, password, confirm password, and the code from the image on your screen. Please do not use your ".mil" email as you may not receive important emails regarding your applications. Then click register.

AIR FORCE AID SOCIETY	elp 👻 Our Impact 👻 Our Purpose 👻 Contact 👻 Sign in
Sign in Register If you receive a message that your email address is already taken, please return to the "Sign in" tab and us creen to generate a password for your account. Register an account • Email • Password • Confirm password Generate a new limage Play the audio code Enter the code from the image	ise the password reset button at the bottom of the

3. If you get an error saying your username is already taken, please click the sign in button towards the top left of the screen.



Sign in Register

If you receive a message that your email address is already taken, please return to the "Sign in" tab and use the screen to generate a password for your account.

Register an account

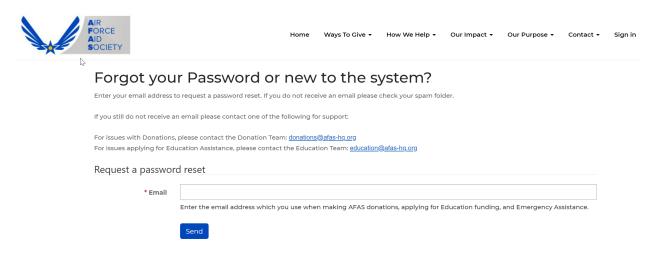
The username "sierra.strattan@rsmus.com" is already taken. The email "sierra.strattan@rsmus.com" is already taken.					
* Email	sierra.strattan@rsmus.com				
* Password					
* Confirm password					
	Cenerate a new image Play the audio code Enter the code from the image				

4. Click "Forgot your password?"

AIR FORCE AID SOCIETY				Home	Ways To Give 🔻	How We Help
Sign in	Register					
Welcome to o	ur new Air Fo	rce Aid Society po	ortal!			
create your ac	count and log	0 0	ole to view you	r donation h	ce Aid Society, the c istory, set-up and m ance loans.	5 1
If this is your f	irst time acce	essing the portal, I	please navigate	e to the "Reg	jister" tab above to s	set up your accou
If you have an	y issues pleas	e contact the foll	owing for supp	ort:		
		please contact the cation Assistance			<u>@afas-hq.org</u> tion Team: <u>education</u>	<u>@afas-hq.org</u>
Sign In						
	Email					

Email			
* Password			
		per me?	
	Sign in	Forgot your password?	

5. Enter your email and click send. It may take a few minutes to receive the email to reset your password. Please check your spam folder if you do not see it in your inbox.



If you have previously registered through the portal with your ".mil" email address, please follow these instructions to update it once you are logged in.

- 1. Click on your name in the top right corner
- 2. Click on profile

AIR FORCE AID SOCIETY	Home Ways To Give 🗸	How We Help 🗸	Our Impact 🕶	Our Purpose 🗸	Contact 🗸	<mark>Sierra Strathan - ①</mark> Sierra Strattan
Home > My Applications						Profile 2
My Applicatio	ons					Donation History Recurring Donations
This page is the central location to monitor your	applications with the Air Force A	Aid Society.				My Applications My Loans and Grants
To begin a new application, click on either of the button on the left. To apply for Emergency Assis				ant click the "Apply	for Education	Sign out
Once an application has been started but not co	ompleted, it will be displayed her	e with a status reasor	n of "Unsubmitted"	. To edit or resume t	he application, c	пск

3. Enter your personal email in the E-mail/username box. (You will use this email to login to the portal in the future)

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AIR FORCE AID SOCIETY	Home Ways To Give + How We Help + G	Our Impact + Our Purpose + Contact + Sierra Strattan +
Home > Profile		
Profile		
Sierra Strattan	Please provide some information about yourself. F username/primary email. You may not receive imp Your information	Please DO NOT use your ".mil" email address as your portant email notifications if you do so.
Profile	Title * Ms. X Q	E-mail/Username
Donation History	First Name *	Business Phone
Recurring Donations	Sierra	555555555
My Applications	Middle Name	
My Loans and Grants		
Security	Last Name *	
	Strattan	
Change password		

- 4. Scroll down until you see the "Update" button
- 5. Click update

My Applications

Security
Change password

My Loans and Grants

[Middle Name
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	Last Name *
	Strattan
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Address	1:	State/	/Province
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Address 1: Country/Region

Alabama	×	Q
ZIP/Postal Code		
444444		

test

Street 1

City

Allow Mail

Update

777 test Street 2

Marketing Preferences

• Allow O Do Not Allow

O Allow
O Do Not Allow

Allow Bulk Email

Allow Bulk	Mail
O Allow O	Do Not Allow

Allow Soliciting

- 6. Scroll back to the top
- 7. Click on your name in the top right corner
- 8. Click "My applications"

AIR FORCE AID SOCIETY	Home Ways To Give 🕶 How We Help 👻 Our	Impact • Our Purpose • Contact •	€ Sierra Strattan →
Home > Profile			Profile
Profile			Donation History Recurring Donations My Applications
Sierra Strattan	Please provide some information about yourself. Plea username/primary email. You may not receive import Your information	ant email notifications if you do so.	My Loans and Grants
Profile	Title *	E-mail/Username sierra.strattan@test.com	
Donation History	Ms. X Q First Name *	Business Phone	
Recurring Donations	Sierra	555555555	
My Applications	Middle Name		