Renewing Your ISCN Membership

This document provides steps on how to renew ISCN membership online

1. Login to your ISCN membership portal using the following link

   https://us.mohid.co/ca/losangeles/iscn/masjid/member/account/signin

2. Once you are logged in, you will see the following screens

3. Select **Membership** from left menu and then select **Renew Membership**
   Note: If you click on **membership history**, it will display your previous membership start and end dates.

Basic Information

Membership Type:

Voting Member

Membership Fee Type:

[Select Membership Fee Type ▾]

Membership Period:

[Select Membership Period ▾]

Membership Fee: *

[0]

Note: Amount display for 'Monthly' or 'Per Member Monthly' fee types is the total amount and monthly amount is calculated by dividing this amount with total number of months of the monthly payment.

Balance:

[0.00]

Current Period Membership Balance: $0.00

Amount Due: *

[0.00]

Membership Details

Membership Fee (One Time):
$120.00

Membership Fee (Monthly):
$120.00

Membership Join Date:

[07/26/2016]

Payment Information

Payment Details

Membership Type: Voting or Associate: Membership committee can only change this field.

Membership Fee Type: Select whether you want to pay every month for your membership dues or pay one time.

Membership Period: Select whether you want to renew your membership for next year or for multiple years. Please note this system allows you to renew your membership automatically for up to 20 years. Select Next Period or Multiple Next from the membership period drop down.

If you select Multiple Next, then another drop down field will appear where you can select number of years for which you want to renew your membership.

Membership Fee Type:

Monthly ▼

Membership Period:

Multiple Next ▼

Number of Years: *

Select Number of Years ▼

| Select Number of Years |
| 1 |
| 2 |
| 3 |
| 4 |
| 5 |
| 6 |
| 7 |
| 8 |
| 9 |
| 10 |
| 11 |
| 12 |
| 13 |

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$0.0

Here is the example where a random member is renewing his membership for 11 years and is selecting to pay membership dues on monthly basis.

Membership Fee Type:

Monthly ▼

Membership Period:

Multiple Next ▼

Number of Years: *

10 ▼

Add number of selected years in membership end date

Membership Fee: *

120.00

Note: Amount display for 'Monthly' or 'Per Member Monthly' fee types is the total amount and monthly amount is calculated by dividing this amount with total number of months of the monthly payment.

Balance:

0.00

Current Period Membership Balance: $0.00

Amount Due: *

1320.00

Under payment information type in your payment details. On left side select how you would like to pay and on right side type in the payment details.

Payment Information

Member: *
Member User

Phone Number:
951-745-1234

Email Address:
user@iscn.com

Payment Method: *
| eCheck/ACH | ▼ |

Payment Details

Bank Name:

Name on Account: *

Account Number: *

Routing Number: *

Account Type: *
| Checking | ▼ |

To pay your membership dues on monthly basis, please check the box under Recurring (see screen shot below)

Recurring Information:
Month 1: $10.00
Month 2: $10.00
Month 3: $10.00
Month 4: $10.00
Month 5: $10.00
Month 6: $10.00
Month 7: $10.00
Month 8: $10.00
Month 9: $10.00
Month 10: $10.00
Month 11: $10.00
Month 12: $10.00
Month 13: $10.00
Month 14: $10.00
Month 15: $10.00
Month 16: $10.00
Month 17: $10.00

Note: Monthly partial amount is calculated by dividing the Amount Due with Number of Months.

Routing Number: *

Account Type: *
| Checking | ▼ |

Recurring
☑

Recurring Start Date
01/01/2017

Number of Months
132

Please note: You will incur a $1 charge if the recurring

When the checkbox under the Recurring option is checked, the system will calculate per month payment from the total due and will charge monthly. In the above example, we are renewing membership for 11 years so total amount is $ 1320.00 which will be paid in 132 months @ $10.00 per month.

Once done, please click on the Save button at the bottom of the screen. By clicking on Save button, the system will process your payment and based on your selection, either will charge membership amount per month or a one time amount.

Once membership renewal process is completed, you will get an email from MOHID system that you have renewed your membership.

You can check your renewal status by clicking on Membership history from the left menu which is under Membership.

If you do not have access for membership portal or you believe your membership status is not correct, please contact membership committee at membership@coronamuslims.com or the IT team at IT@coronamuslims.com