

Membership for Homeschool NY-LEAH

PLEASE BE SURE TO COMPLETE EACH STEP BELOW

1. Click on this link for the new Membership sign up page for Homeschool NY-LEAH: <https://portal.leah.org/plans/leah-memberships/>
2. Review the info at the top of the page, and scroll down to the Metro NYC Region. Then click on the blue Sign Up button.
3. Now you are on the page where you will enter your family's information. This should be filled out for the parent who is the one who will be the primary contact with your chapter and with Homeschool New York / NYS LEAH. (You can enter the other parent later on)
4. The initial questions are pretty straight forward.
5. Check "HSLDA Member" if you current are a member.
6. Check "Special Needs" if you currently are in PICC
7. Select your school district. If you don't know your district, go to <https://schoolsearch.schools.nyc/> and enter your address and borough. Your school district will be found in the schools listed.
8. For Account Type, select Parent
9. Create a Username. This can be your email address, or something else that you will remember.
10. Enter your email address – this is the address you want Homeschool New York / NYS LEAH to send communications to
11. Set up a password
12. Pay via credit card. **DO NOT select Offline Payment.** BQ-LEAH is not accepting payments for HSNY-LEAH. BQ-LEAH will confirm your payment has cleared before approving your registration with our local chapter.
13. Adding children: This is for insurance purposes. Please click on Add Child, and enter their first name, last name, and birth date. We will keep this information confidential, we only need to provide a summary to our insurer of how many

children are in different age brackets. So we don't need the exact birth date, just the month and year, and you can put whatever day of the month you want.

14. "Are you part of any group?" Select "Yes", and then pick **Brooklyn-Queens LEAH** in the dropdown. If you are a member of more than one chapter, pick your Primary chapter, the one that provided you with this information to register with.
15. Then click "Sign Up"
16. When you are in the portal, check to see that your request to join Brooklyn-Queens LEAH is pending.
17. Once complete, then return to <https://brooklynqueensleah.com> and complete your registration, you will have to re-enter your info. Complete the **Waiver of Liability** and Statement of Faith then submit your payment.
18. Once both payments have been confirmed, your registration to BQ-LEAH will be approved.