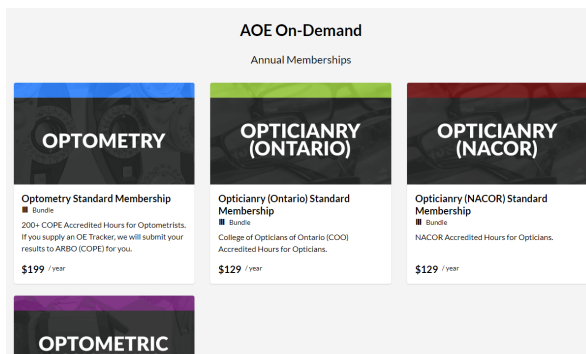# Becoming a Member (Subscribing)

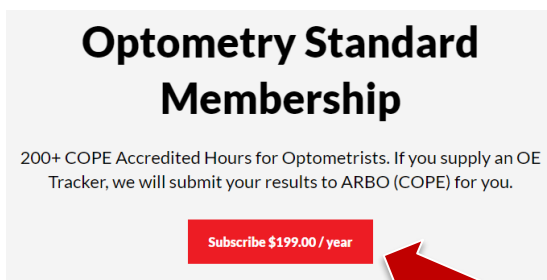1. On the homepage of the AOE website (www.aoece.com) click on the AOE Portal in the upper right corner. Or go to portal.aoece.com

2. In the upper right corner of the new portal, click **Sign In**

Sign In

3. **Complete the sign in**. If you haven't created an account yes, please follow our instructions to create your account.

4. At the top of the page (or in the fly out menu on mobile), click on **Subscribe**. You can also go directly to: https://portal.aoece.com/pages/on-demand

5. Click on the membership you need (Optometry, Opticianry Ontario, Opticianry NACOR or others…)

6. In the middle of the page that loads, click on **Subscribe $XXX.XX / year** (prices depends on your membership). For example, for optometry:

Optometry Standard Membership

200+ COPE Accredited Hours for Optometrists. If you supply an OE Tracker, we will submit your results to ARBO (COPE) for you.

Subscribe $199.00 / year

7. On the right side of the check out screen, select your **Country** and put in your **Postal/Zip Code** to calculate your applicable taxes.
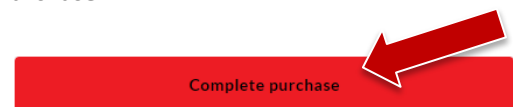
8. Enter your **credit card** information.

9. [OPTIONAL] If you have a coupon code, on the left side of the check out screen, click on **Have a coupon code**

   a. Enter your COUPON CODE and click **Apply**

10. To complete your purchase click on **Complete Purchase**

All transactions are secure and encrypted