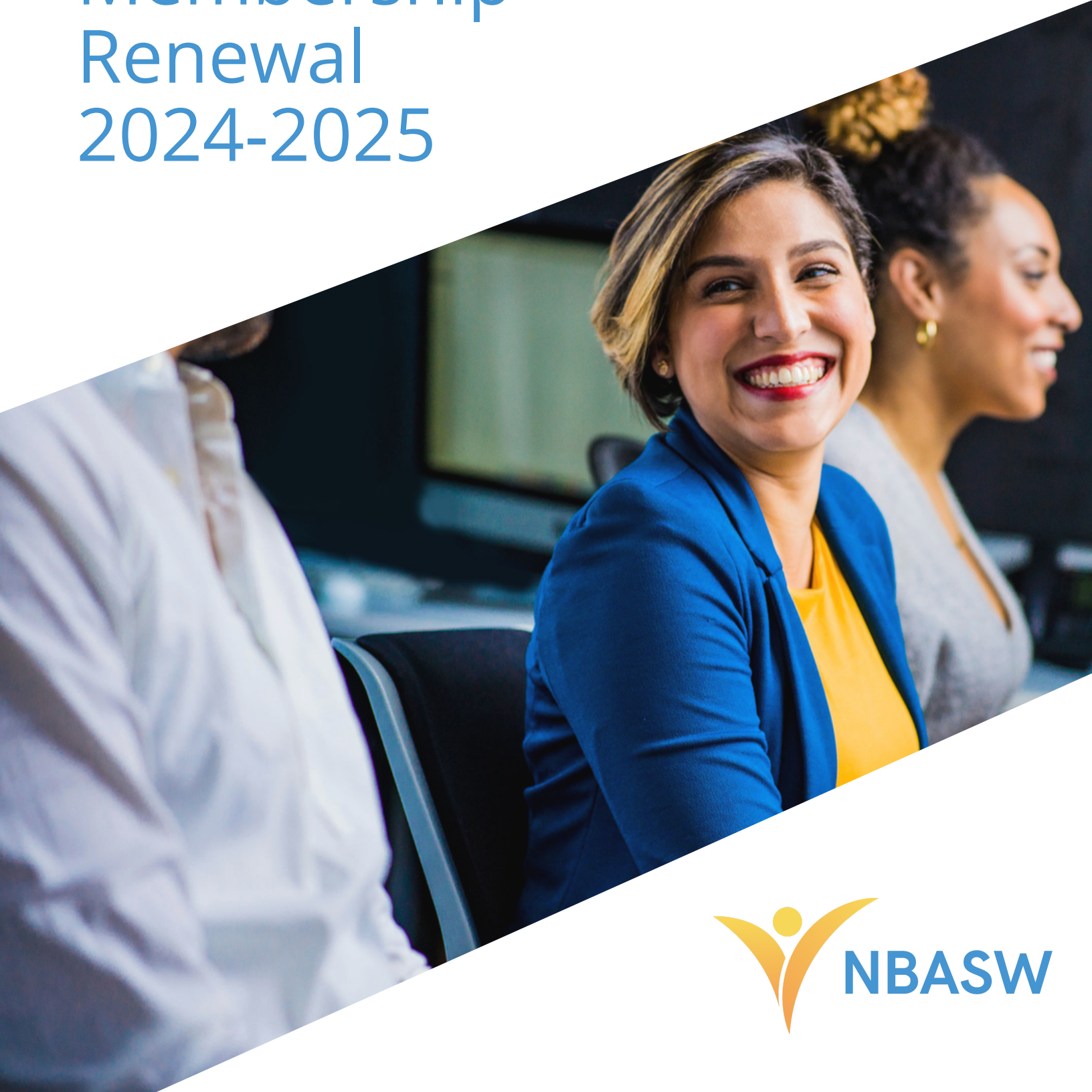


# Membership Renewal 2024-2025



**NBASW**

**FOR ASSISTANCE PLEASE CONTACT THE NBASW  
BY EMAIL AT [INFO@NBASW-ATTSNB.CA](mailto:info@nbasw-attsnb.ca) OR  
BY PHONE AT 1-877-495-5595 (WITHIN NEW BRUNSWICK)  
OR (506) 459-5595 (OUTSIDE NEW BRUNSWICK)**



# MEMBERSHIP RENEWAL

is now open to all members

The New Brunswick Association of Social Workers (NBASW) is pleased to announce that online renewal and the payment application is now open to all members. For your convenience, you will be able to access your membership information, update your contact information, pay your membership dues, and print your receipt and membership card via one simple online process!

The NBASW requests that you complete your renewal by [logging in](#) to submit:

- your updated online registration form; and
- your membership dues

at your earliest convenience and **no later than March 31st, 2024**, in accordance with the provisions of the New Brunswick Association of Social Workers Act, 2019, (the Act) and the Association's By-laws. **A complete renewal includes both an updated registration form duly completed and full payment of dues.**

## The NBASW dues for 2024-2025 year are as follows:

**Practicing Members\*:** (are persons who: (1) are entitled to work within the scope of practice of Social Work, (2) practices the profession, (3) uses the title of social work or registered social worker, or makes use of any abbreviation of such title, or any words, names, or designation which may lead to the belief that the person is a social worker, (4) advertises, holds out, or represents in any way or by any means to be or a social worker. By-laws and section 27 (1) of the Act)..... **\$409.00**

**Non-Practicing Members** (persons not entitled to work within the [scope](#) of practice of Social Work and not entitled to represent themselves as Registered Social Worker. This may include, but not limited to: Out of province, Not employed, Retired, Long-Term Disability, and Parental Leave)..... **\$120.00**



# HOW TO LOG IN

to your SPD account?

## TO RENEW YOUR MEMBERSHIP PLEASE [LOG IN HERE](#).

We encourage members to ensure they can log in well before the renewal deadline of March 31, 2024.

### IMPORTANT:

- Some members have created an independent account with [Service New Brunswick \(SNB\)](#) for access to the online renewal system. If you created an SNB account, please use this login information to renew online.
- Some GNB or RHA employees may use their existing work username and password to access the renewal system.

### ISSUES LOGGING IN:

- **If you have forgotten your login username:** please [contact the NBASW](#).
- **If you have forgotten your login password:**
  - And you use your active GNB/RHA employee login to access the renewal system please contact your work IT department for assistance.
  - And you created an independent SNB account for access to the renewal system please click the option for password reset below the login area or you can reset your password [here](#). Once resolved, please keep your login information in a secure place so you can log in next year.
- **If you have forgotten the answers to your security questions:** please contact **SNB at 1-888-832-2762** to request a password reset.

### IF YOU HAVE NOT YET CREATED AN SNB ACCOUNT:

1. Please click this [link](#) and complete [these steps](#) to create your new SNB account. Once created, you will be asked to create a password of 8 characters including a capital letter, a lowercase letter, a number and a special character.
2. After you create the account, you will receive a 9-digit account number by email. Please forward this email to [info@nbasw-attsnb.ca](mailto:info@nbasw-attsnb.ca) so we can activate your username in our system. This may take a few days.
3. Only once your account has been activated by NBASW, will you be able to login to renew online.

It is each member's responsibility to renew before the registration deadline, and to contact the NBASW by March 31 if they experience issues logging in.



# EXPERIENCING ISSUES

with your online renewal account?

## NBASW MEMBERSHIP ONLINE RENEWAL 2024-2025

Do you know your username?

**No**  
→

Contact NBASW

**Yes**



Do you know your password?

**No**  
→

Do you use your active GNB/RHA work login to access renewal?

**Yes**  
→

Contact your work IT department for password assistance

**Yes**



**No**



**If you previously created an SNB account:**  
below the login area, click the option to reset your password. Answer the security questions to reset.

If you cannot recall the answers to the security questions, call SNB at **1-888-832-2762** to reset password.

If this **was** your work login, a change to your role may have affected your renewal login.

If you have **already created** an independent SNB Account, we may not have activated your SNB Account yet. Please confirm you forwarded the account confirmation email (Subj: SNB Web Registration) to [info@nbasw-attsnb.ca](mailto:info@nbasw-attsnb.ca)

OR

If you are no longer employed by GNB/RHA, and you have not done so already, create an independent SNB account to prevent this issue from recurring in the future (instructions on page 3).



# MEMBERSHIP DUES

leave of absence

## **Renewal for members who are on maternity, parental, or long-term disability leave:**

- Members who will not practice on April 1, 2024, while being on leave may renew as non-practicing members.
- Members who are on leave but wish to continue using the social worker title or perform functions that fall within the scope of social work (i.e., if required to appear in court on a work-related matter) may renew under the practicing category of membership.

## **Returning from a leave of absence:**

Members on maternity, parental, or long-term disability leave of 6 months or more between April 1st, 2024, to March 31st, 2025, may be eligible for a reduced practicing membership rate of \$204.50 for the registration year they are returning to work (the time spent on leave must be consecutive for the reduced rate to be applied).

Members who are on leave must also ensure to pay any remaining dues to upgrade to a practicing membership, if applicable, prior to their return to work.

Members who are on leave must complete and send the Verification of return from leave form prior to their return to work.

[\*\*CLICK HERE TO DOWNLOAD THE VERIFICATION OF RETURN FROM LEAVE FORM\*\*](#)

# MEMBERSHIP DUES

late fee

## Late fee:

A complete renewal includes an updated registration form duly completed and full payment of dues. A late fee will apply if the registration is received after midnight on March 31st, 2024.

- A \$50.00 late fee applies to registrations that are received by the NBASW between April 1st, 2024 and April 15th, 2024.
- A \$100.00 late fee applies to registrations that are received by the NBASW after April 15th, 2024.

## Payment made by payroll deduction:

You must complete your updated online registration form no later than March 31st, 2024. If the full amount of the dues and the updated registration form are not submitted by March 31st, 2024, a late fee will apply.

## Intent to not renew by March 31, 2024:

You must [advise the NBASW](#) in writing by March 31st, 2024. Otherwise, the late fee will apply.

For assistance, do not hesitate to contact the NBASW by email at [info@nbasw-attsnb.ca](mailto:info@nbasw-attsnb.ca) or by phone at 1-877-495-5595 (within New Brunswick) or (506) 459-5595 (outside New Brunswick).

For more information, please visit the NBASW website at: [www.nbasw-attsnb.ca](http://www.nbasw-attsnb.ca)

