



How to Update Your Information with the MVMA

You are now able to update your information online by using the MVMA's Online Member Portal.

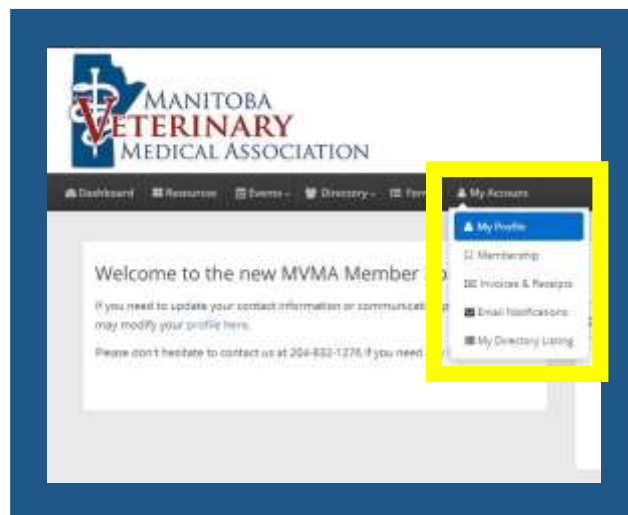
To make changes to your name or education information, please contact the MVMA at mvmainfo@mvma.ca.

Please note that information about PIPS inspected practices and Veterinary Corporations cannot be changed online. Please refer to the MVMA website for appropriate forms.

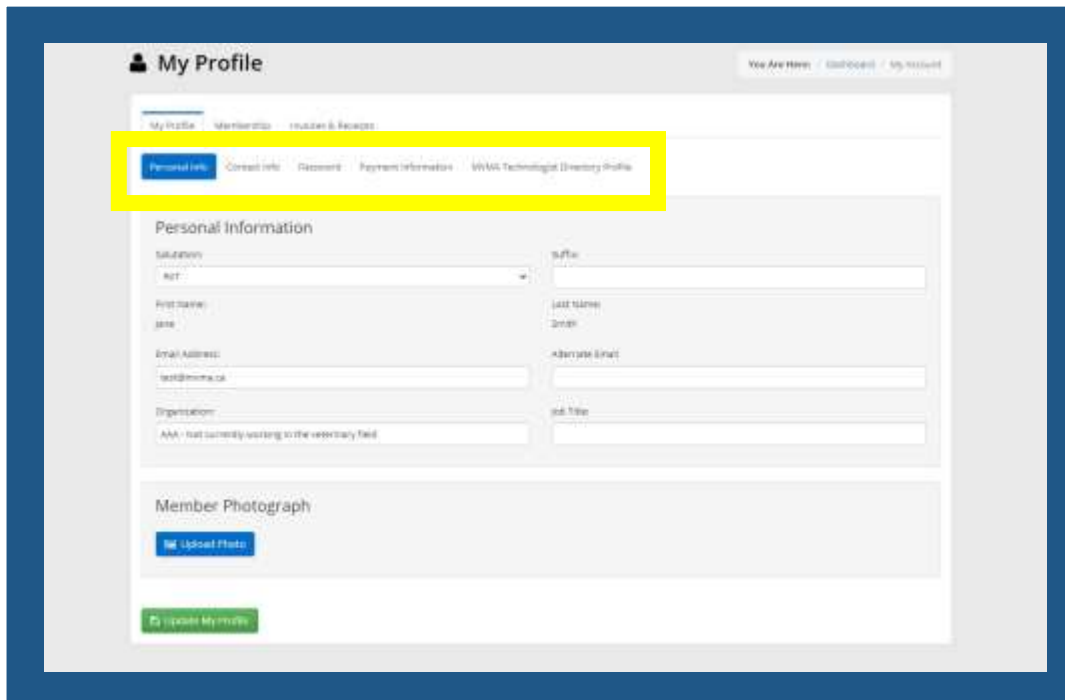
If you have any questions, please contact the MVMA Office Administrator at mvmainfo@mvma.ca

STEP 1: Go to <https://members.mvma.ca/> and login to your account or go to <https://www.mvma.ca/member-login/> and click the Member Portal sign in button and log in to your account.

STEP 2: Once you login, you will reach the dashboard shown below. Hold your mouse over the "My Account" tab of the menu, then click "My Profile"

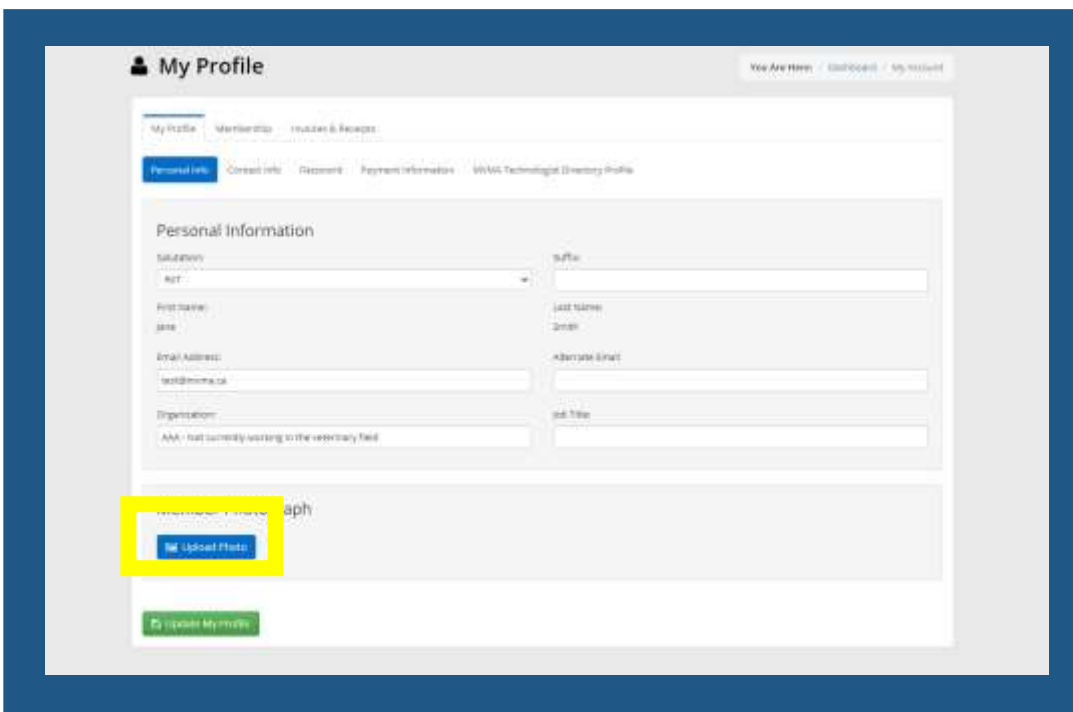


STEP 3: Change the desired information. While the headings in this section will differ based on membership category, please note that members can change information under each heading.



The screenshot shows the 'My Profile' page with a navigation bar at the top containing 'Personal info', 'Contact info', 'Password', 'Payment Information', and 'WMA Technologist Directory Profile'. The 'Personal info' tab is highlighted with a yellow box. Below the navigation bar is the 'Personal Information' section, which includes fields for 'Suffix', 'First Name', 'Last Name', 'Email Address', 'Organization', 'Alternate Email', and 'Job Title'. A 'Member Photograph' section is also visible, featuring an 'Upload Photo' button. At the bottom of the page is a green 'Update My Profile' button.

STEP 4: Ensure that after making the desired changes that you click on “Update My Profile”. Failure to click on “Update My Profile” will erase any changes that you have made to your information.



This screenshot is identical to the one above, but with a yellow highlight around the 'Update My Profile' button at the bottom of the page.