Instructions for Online Applicantion

1. On Home page of IDST website (<u>https://www.idst.co</u>), scroll down to 'Become A Member' button and click on it.



2. On the next page, you may read 'Procedure to Become Member'. Scroll down on this page to 'Online Application' button and click on it.



- 3. 'ONLINE MEMBERSHIP FORM' appears on this screen. Before filling in this form, you need to keep scanned copy of the following documents (in jpg format only) for uploading as part of this application:
 - a. Passport size Photo*
 - b. PPO (Must)
 - c. Other documents like Biodata, detailed list of Papers Published, Awards & recognitions etc. Once ready with these documents fill the membership form. Upload attachments at C all together. Click on 'Submit' button.
 - Membership fee payment details.
 Payment details of Membership fees includes Mode and Reference details i.e. Bank name and instrument no. of Cheque /Demand Draft / Net banking (NEFT / RTGS).

Once ready with these documents, fill the membership form with attachments and click on 'Submit' button.

All the captions marked with * mark are mandatory.

Incomplete Form will be rejected by the system.

- 4. After submission of membership form, you will see confirmation message saying that 'Your online membership request received and listed for approvals.'. Your application needs to be approved by the respective Branch and then by HQs. Once approved, you will receive an email mentioning your Login credentials as Member and at e-Voting portal. Your Membership details will appear in Member's Directory.
- 5. Wait till message 'Your online membership request recieved and listed for approvals.' Appear on screen.