Website Cheat Sheet

Follow these steps to access your NPC website member account:
1. Visit npcwomen.org and select "Resources" in the top right corner.
2. Select "Click here to login as your Panhellenic" button at the bottom of the page.
3. Log on using your Alumnae Panhellenic username and password.
   If you do not know your login credentials, please call or email the NPC office.
4. In the top, left corner make sure that your Alumnae Panhellenic name is showing once signed on. If it says an individual's name, the account will not provide you with your Alumnae Panhellenic information.
5. In the top, right corner there is a drop-down menu. The drop-down menu is your main navigation tool for your NPC website member account.

The drop-down menu

In the drop-down menu you are able to select from the following options:
- Update My Profile – Change your Alumnae Panhellenic mailing address, primary contact number or primary email address.
- Setup My Login – Change your password.
- My Membership – Pay your Alumnae Panhellenic dues.
- Donate to the Foundation – Give money to the NPC Foundation to support Panhellenic education, like NPC Foundation scholarships.
- Share Documents – Upload your Alumnae Panhellenic meeting minutes and governing documents.
- Manual of Information – Download the most up-to-date version of the Manual of Information.
- College Panhellenic Reports - Utilized by College Panhellenics to submit reports to NPC.
- Alumnae Panhellenic Reports- Submit the Alumnae Panhellenic annual report or scholarship program information.
- Logout

More on the "My Membership" menu option

Update officers

Updated Alumnae Panhellenic officer rosters should be submitted to your Alumnae Panhellenic area coordinator and to the NPC office (npccentral@npcwomen.org). Officer rosters should include officer name, affiliation, officer title and email address.

More on the "Share Documents" menu option

Use the "Share Documents" feature to upload Alumnae Panhellenic bylaws and meeting minutes.
1. Click "Upload a New Document." Name the document appropriately for ease of organization and navigating.
   NOTE: You will not see the document right away because NPC must approve it. Documents are typically approved within 48 hours of being uploaded.

If you have questions, or need additional information about your member account, contact the NPC office at 317-872-3185 or npccentral@npcwomen.org.

NPC
national panhellenic conference