1. Click on **Register English Exams**, The login screen will appear, under the New User section, click on "**REGISTER NOW!**" and complete the form. All fields identified by red titles are required fields. If you have already created a log in for the IMA website, please log in.
2. On **CMA Program Registration** page, please select the **"CMA Entrance Fee"**, option then press **"JOIN"** button.
3. On **Find a Professional Chapter** page, you will be asked to select a local chapter to affiliate with based on your address. Choose one and click **"NEXT"**.
4. On **CMA Exam Part 1/Part 2 Registration** pages, you can select May and June 2023, September and October 2023 exams and press **ADD TO CART.** You may also skip these two parts if you have not made up your mind.
5. On **Shopping Cart** page, review the order, and click on "**CHECKOUT**".
6. On **Checkout** page, enter your address information, click **"NEXT"**.
7. Enter the promotional code **CHFALL40** in Add Coupon or Promo Code blank and click on "**APPLY**" in Item Summary section. The total fee will waive off **$102**. Click on **"NEXT"**.
8. Enter credit card details and click on **"COMPLETE ORDER"**.
9. After completing your order, you will see an Order Summary.