

## Membership FAQs

### ***How do I sign up for membership?***

You can sign up for membership by clicking the 'Become a member' link and following the on screen instructions.

### ***How do I log into my online membership account?***

You can log into your online membership account by clicking on the 'Members Login' link which is in the top right hand corner.

### ***How do I renew my membership?***

Your annual membership will be renewed automatically once you become a member, except if you are a student member. You may also download the PDF application here and send this with your payment (cheque, direct debit form, or notification of a bank transfer) to our office address below.

### ***How do I cancel my membership?***

If you wish to cancel your membership, you will need to notify the Society in writing either by email ([link here](#)) or by post to the RAS Office address below. Once received, we will correspond and confirm your cancellation and any further steps you may need to take to cancel your subscription completely.

### ***How do I get access to the SOAS library?***

Members who wish to obtain access to the SOAS library will need a letter which we provide. Please request for this letter by emailing: [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk) and this will be sent to your preferred address. Letters will only be sent with current RAS membership. Don't want to wait? You can pick the letter up in person from our office as well. The letter should be requested within 6 months of joining or renewing

### ***How do I access the African Affairs Journal?***

Individual and Student Members can have access to African Affairs online and/or in print copy. You are automatically signed up for the online version - released every quarter. A link will be provided to sign up and access the online version. Want the print version? Please email: [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk) on how to do this.

### ***I cannot access my membership area online – can you help?***

If you are having problems accessing your RAS website account, please email [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk)

### ***Am I required to register in order to make a membership purchase?***

You are required to register before making a purchase, so please do take the time to fill in the fields as much as possible to continue to pay for membership.

### ***Am I eligible for membership?***

Our membership is open to anyone with an interest in Africa and you can apply for any of the membership packages we offer, although conditions may apply for some membership types. Click on 'Become a member' to get started.

### ***I live outside the UK, can I still apply for membership?***

Yes you can. If you live outside of the UK – you can still apply for membership. Although most of our events are based in the UK – you can still obtain our benefits such as the African Affairs journal, the ASAUUK Newsletter, online materials and resources, as well as being part of a diverse and vibrant membership organisation.

### ***I've purchased membership. What next?***

Once your application and payment have been successful – you should receive a payment confirmation. An email from the Membership Admin will then follow to confirm this has been received and payment accepted and the next steps to complete your application. Applications are processed Weds-Friday and take 1-3 days to complete. If there are any problems with your application, the Membership Admin will contact you.

***When will I receive my welcome pack?***

Once your application has been successful and a confirmation email received of your successful application. A pack will be sent within 1-3 working days and this should reach you within 5-7 days in the UK, 7-10 days for Europe and 10+ days to the Rest of the World.

***Can I give membership as a gift?***

Yes you can. If you wish to give membership to someone as a gift – you can select this as a gift on the 'Become a member' page and select the appropriate level of membership you wish to buy.

***How can I check I am already a member? | I think my membership has lapsed – how do I check?***

If you think you have been a member previously and you have left your membership to lapse please contact [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk) and we can check for you.

***How do I upgrade or change my membership?***

If you wish to upgrade or change your membership, you can click 'Upgrade' please contact the Membership Admin on [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk)

***If I have a Direct Debit for my membership payment – how do I cancel this?***

If you wish to cancel your membership and have a direct debit – you can cancel this through your bank or via your online banking system. We can also cancel your Direct Debit from our side as well – but to make sure errors in payment do not occur we request a cancellation from your bank as well.

***I've cancelled my membership, what happens to my African Affairs journal subscription?***

When you cancel your membership with the Society – we notify our publishers that you have cancelled your membership and they in turn cancel your journal subscription. You will not receive access to the journal in print or online.

***How can I pay for membership?***

You can pay via credit / debit card, as well as direct debit.

***Can I pay by Direct Debit?***

Yes you can. This option can be chosen online when renewing your membership (from a previous alternative method), or you can fill in the DD mandate form here ([insert link here](#)) to submit this electronically. You can also download the PDF form here and send this back to us in the post or scan to: [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk)

***When will Direct Debit subscriptions payments be taken?***

Direct Debits are taken on the 21<sup>st</sup> of each month and will appear on your bank statement as 'Royal African Society'

***How do I access the discounts I am entitled to?***

In order to access your discounts, please log in to your membership account, or send an email to [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk) and these can be sent to you in the post or as email PDFs.

***Are all events free for members?***

Most events are free or discounted for members. Members will be entitled to concessions at our more high profile and paid events such as our Annual Lecture as well as our festivals – Africa Writes and Film Africa.

***Can I bring a guest with me to events?***

If you wish to bring an additional guest after you have registered for an event – they will need to register if the event invite allows them to. If they cannot register their place, please contact the Events Programme Manager at [ras\\_events@soas.ac.uk](mailto:ras_events@soas.ac.uk)

***I have just joined as a member and would like to attend an event tonight. Will my membership be processed in time?***

Membership is processed Weds-Fridays. If you have signed up for membership and you would like to attend an event the same evening outside of these days, please notify the events team via email on [ras\\_events@soas.ac.uk](mailto:ras_events@soas.ac.uk) to let them know and they will contact you directly. If you receive no response, please call the main office number on 020 7074 5176

***How do I change my personal details?***

Moving house or location? Changed your email address? Please notify the Society of these changes so that we can keep your record updated. Please email: [ras\\_membership@soas.ac.uk](mailto:ras_membership@soas.ac.uk)

***How do I manage my newsletter subscriptions?***

You can change your newsletter subscriptions by login into your area and selecting which newsletters you would like to receive or remove.

***Can I Gift Aid my membership?***

If you are a current UK tax payer – You can currently Gift Aid on the Friend of the Society Membership priced at £120. You can fill out a form here (insert link here) if you wish to *Gift Aid* your membership and send this back to our office address below

***What will you do with my personal data?***

Please refer to our Privacy Policy which is located here (insert link here)

***Where can I find your Terms and Conditions?***

You can find our Terms and Conditions here.

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