

# Converting an outside collaborator to an organization member


If you would like to give an outside collaborator on your organization's repositories broader permissions within your organization, you can invite them to become a member of the organization.

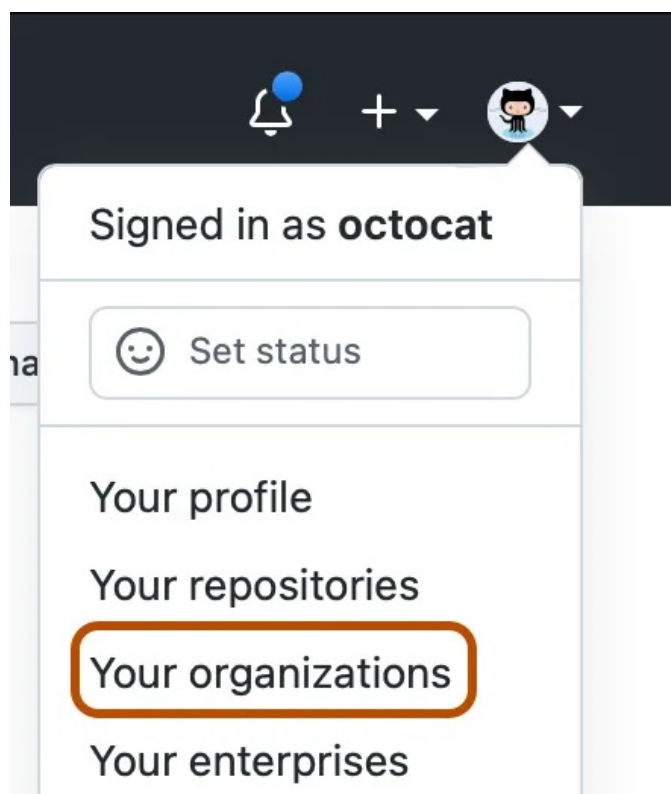
## Who can use this feature


Organization owners can invite users to join an organization.

If your organization is on a paid per-user subscription, an unused license must be available before you can invite a new member to join the organization or reinstate a former organization member. For more information, see "[About per-user pricing](#)." Pending invitations will expire after 7 days, restoring any unclaimed licenses.

If your organization [requires members to use two-factor authentication](#), users you invite must [enable two-factor authentication](#) before they can accept the invitation.

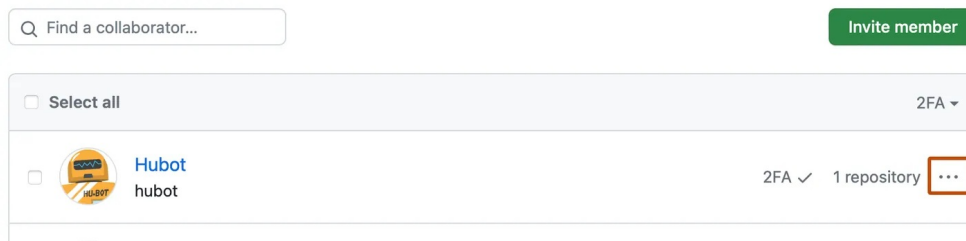
- 1 In the top right corner of GitHub.com, click your profile photo, then click  **Your organizations**.



- 2 Click the name of your organization.
- 3 Under your organization name, click  **People**.



- 4 In the "Organization permissions" sidebar, click **Outside collaborators**.
- 5 To the right of the name of the outside collaborator you want to become a member, select the ... dropdown menu and click **Invite to organization**.



- 6 If the person you're inviting was an organization member within the last three months, select whether to restore their privileges or start fresh, then click **Invite and reinstate** or **Invite and start fresh**.
- 7 If the person you're inviting has never been a member of the organization or if you cleared their privileges, choose a role for the user and optionally add them to some teams, then click **Send invitation**.
- 8 The invited person will receive an email inviting them to the organization. They will need to accept the invitation before becoming a member of the organization. You can [edit or cancel an invitation](#) any time before the user accepts.

## Legal