

1. Click on **Take 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, if you are a new Professional Candidate please select the **"CMA Candidate Package – Professional"** option and press **"JOIN"** button. If you are a Student or Academic, please select the according package, but you won't be able to use the promotion code.
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 January and February 2019, May and June 2019 Part 1/Part 2 exams, September and October 2019 and press **ADD TO CART**. You may also skip these two parts if you don't make up your mind.
5. Review the order; click on **"CHECKOUT"** .
6. On Checkout page, enter your address information, click **"NEXT"** .
7. Enter the promotional code **APWIN19** in Add Coupon or Promo Code blank and click on **"APPLY"** in Item Summary section. The total fee will waive off **\$255**. Click on **"NEXT"** .
8. Enter credit card details and click on **"COMPLETE ORDER"** .
9. After completing your order, you will see an Order Summary.