



## Frequently Asked Questions

### ASGE First Year Fellows Course Registration

#### **Q. How do I register for the First Year Fellows (FYF) course?**

A. To register, you must first apply for ASGE Membership.

#### **Q. How do I apply for ASGE membership?**

A: Visit the ASGE website: [www.asge.org](http://www.asge.org). Click on the "Log In" button. When the log in pop-up appears, click on "Create account." Complete that process. After creating an account, you will receive a validation email to the email address you provided. If you are already an ASGE student member, please call customer care at 630-573-0600 prior to initiating the process. We need to modify your profile in our records.

Now, return to the ASGE homepage. At the top of the page, click "Join ASGE." On that page, select "Trainee." On the next screen, select the "Individual membership-apply online" link. Next, login using the user ID and password you created earlier. Complete and submit the online membership application. Trainee members pay only \$25 per year, for each year of training. All years of trainee membership must be paid in advance with the application. **Please note: You will be required to enter your GI Program Director's name and email address.** Please have this information available before beginning the process. **You cannot proceed to the First Year Fellows Course registration until your program director has confirmed that you are enrolled in his or her program** (the program director will receive a request to confirm your participation via email after you submit your membership application).

#### **Q. I created an account, I have a user name and password and I paid the \$75.00, but I can't find the trainee membership application.**

A: After you have paid your \$75 dues, you will be taken to a confirmation page. On that page, click the link to apply for membership. The payment confirmation email you receive will include a link to the application or you can use this link to resume the application process:  
<http://www.asge.org/members/memberapplication/ApplicationSelect.aspx>

#### **Q. Why am I being charged \$100,000 for the First Year Fellows course? I thought there was no charge.**

A: You may not register for the FYF Course until your program director has confirmed that you are a FYF. If you see a fee of \$100,000, it means that your Program Director has not verified your fellowship yet or you may not have completed the application. Please monitor your email- you should receive a confirmation email when your program director has verified your status as a FYF. Or, if you have not completed your application, please go back and do so.

**Q. How will I know if my program director has confirmed my status as a FYF in his/her program?**

A: Once your program director confirms your status, ASGE will send you an automated email stating that you have been confirmed. At that point, you may register for the FYF course.

**Q. My program director hasn't received the email to verify my fellowship. What do I do?**

A: Have your Program Director check his/her SPAM/junk folder for the email to verify your fellowship. If it's not there, he or she can send an email with your full name and email address to [membership@asge.org](mailto:membership@asge.org) to confirm your status in the program.

**Q. I want to attend DDW. How do I register?**

A: Your name will be placed on the weekly list that ASGE emails to DDW administration on Thursdays. After we provide the list to DDW, it may take up to a week for your name to be recognized in the DDW registration system. At that point, you will be able to register.