

Changing a Member's Status

Changing a Member's status is used for:

- accepting or rejecting their petition
- advancing a member through the degrees
- marking them as deceased
- suspending them
- and withdrawing them

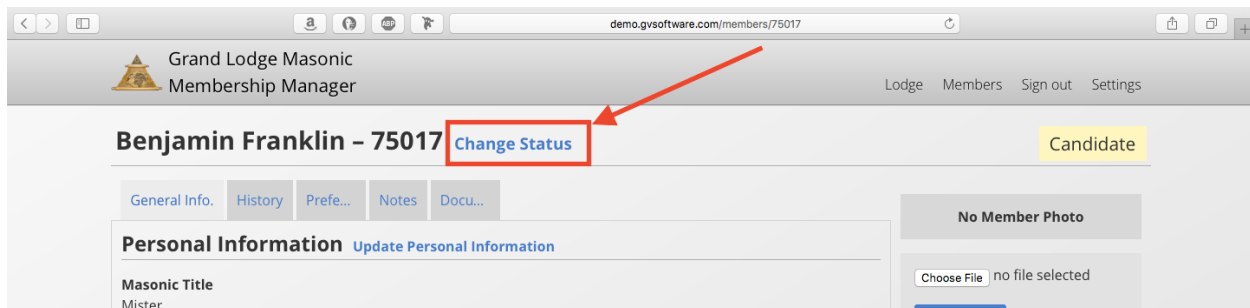
1. From your Lodge Dashboard, click on the members



Name	Member #	Petitioned	180 Day Countdown
Franklin, Benjamin	75017	04/25/2016	179

name

2. Click "Change Status"



Grand Lodge Masonic Membership Manager

Benjamin Franklin - 75017 **Change Status** Candidate

General Info. History Prefe... Notes Docu...

Personal Information [Update Personal Information](#)

Masonic Title
Mister

No Member Photo

Choose File no file selected

3. From the drop down menu, select the status that needs to be added

4. Enter the event date

5. Click "Change Member Status"

✕

Change Member Status

NOTICE: This form is for changing a members status. Changing a members status will trigger automated emails and add the appropriate historical event. If you are trying to add historical information to a members record use the "Add History" button on the history tab.

* Change Member Status to:

Accepted ▾

Select Lodge

Cypress ▾

* Event Date (yyyy-mm-dd)

2016-04-25

Comments

Change Member Status

🔍 ✉