HOW TO LOG INTO MEMBER SERVICES

At present there are two NSS logins, one for restricted information areas on caves.org that are available only to members, and one for the membership database, which is also members-only. This page explains how to use both. Click below to learn how to access each:

Restricted Areas
Membership Data

Restricted Areas These are the areas of our website (caves.org) to which access is restricted to active NSS members:

Business Pages
- Member Portal
- Current Personnel List
- Board of Governors (BoG) Manual
- BoG Minutes
- Officer Reports
- Financial Information

Publications Archives
- NSS News
- NSS Bulletin
- Journal of Cave & Karst Studies (JCKS)
- American Caving Accidents
- Speleo Digests
- Convention Guidebooks

To log in, you must have your NSS number, and your five digit mailing address zip or postal code. When prompted to login, enter your NSS number as your user name, and your mailing address zip code as your password, example: 12345 / 54321.

If you attempt to access a restricted area (on the top menu bar, Pubs Archives or Member Portal > Publications or Documents) you will encounter a popup login box. Some browsers, e.g., Firefox will remind you what to enter:

Other browsers may present a login box with no instructions, but you do the same thing – enter your NSS number as the User Name, and your zip code as the Password. Other countries should use their postal code, as prescribed, e.g., NP7 9NE (where a space is required).
HOW DO I ADD A FAMILY MEMBER?

The *SPONSORING MEMBER* logs into the members site, and then clicks on Welcome (Your Name) tab, then on Account + Settings.

Then click on Information & Settings:

From there, click on the Sub-accounts tab, and then the Create Sub-accounts Tab.

The following box will appear:

Click on Yes.

Then you’ll see the screen below:

For a new family member, complete the registration by completing the form that follows.

If the family member already has an account, they will log in by clicking on the Sign In Here link. If the existing family member is signing in for the first time, the username will be “NSS” followed by your NSS number: NSS14760. The initial login password will be your 5-digit zip code: 54321. Once logged in, YM will prompt for a new password. Once your family member logs into YM, the following screen will appear.
Click on YES, CONVERT MY ACCOUNT.

Once the sub-account has converted their YM account, the following screen will appear:

Now the family member (sub-account) can create their own YM profile.

This process will need to be repeated for each family member. Please note that when you are ready to renew, you will no longer be able to do one transaction for the entire family. A separate transaction will be required for each family member.

Members are always welcome to call the NSS office and talk with Michelle Vaughn (Membership & Bookstore: bookstore@caves.org) or Christy Starr (Office Manager, manager@caves.org), if you have any questions or need additional help. Michelle and Christy can be reached by phone at (256) 852-1300; or email nss@caves.org.

And if you need web help, contact NSS IT/Web Support.