

Frequently Asked Questions (FAQs) - OWSD Membership

Here you can find a list of answers to the most commonly asked questions regarding OWSD membership.

Should you have any doubts regarding the membership process, the eligibility criteria, the membership categories, or need any further clarification, please refer to the FAQs before contacting the OWSD Secretariat. Due to the high volume of queries received, we cannot guarantee a prompt response.

If your questions are not answered below, please contact us at membership@owsd.net.

General enquiries

Who can become an OWSD member?

Any women scientist from [developing countries](#) who has completed a bachelor's degree or higher in the natural sciences (including engineering and technology) or social sciences and who is committed to the objectives of OWSD is welcome to apply for an OWSD membership.

What if I want to support OWSD but I do not meet the eligibility criteria for membership?

If you are a woman from the developed world – and/or have a degree in a non-scientific field and would like to support OWSD – or if you are a man from any country- you are welcome to join us and become a Friend of OWSD.

What are the OWSD Membership categories?

OWSD membership categories are linked to the academic background of our members as detailed below:

“Full membership”: for women scientists from [developing countries](#) who have at least completed a master's degree in the natural (including engineering and technology) or social sciences. Full members can vote in the OWSD General Assemblies to elect new members of the OWSD Executive Board.

“Affiliate membership”: for women scientists from [developing countries](#) who have completed a bachelor's degree in natural (including engineering and technology) or social sciences. These members can advance to become full members upon completion of a master's degree (or higher) in one of these disciplines.

“Friends of OWSD”: for women and men from any country, with at least a bachelor's degree in any discipline, who are committed to promoting the objectives of OWSD, and who are not eligible for the Affiliate or Full membership categories. Friends are encouraged to engage with the OWSD community through support activities.

How much does the OWSD membership cost?

OWSD does not require a membership subscription fee. However, if you are able, we suggest a one-time voluntary membership contribution of USD \$100 (valid for life) that will be designated to fund OWSD

activities. This contribution can be made online, by clicking the yellow “Donate” button on the OWSD website.

How can I become an OWSD member? (application process)

Visual guidelines for the application process can be found [here](#).

1. Go to the Membership section of the OWSD website and click on the "[Become Member](#)" green button.
2. Register as an OWSD website user, filling your name, surname, username and e-mail address. Then click on the "create new account" button.
3. You will now receive a confirmation e-mail on your registered personal mail providing a link. Please, click or copy and paste it in your browser.
4. Create a password for your OWSD account and confirm it. Press the “Save and log in as (username)” button.
5. A welcome message will appear ("Welcome to your OWSD personal area") and you will see a menu on the left side of the page. Please, complete the information under "Personal data edit"; at least the “General Information” section is required. Kindly note that you will need to have a copy of your highest degree certificate on hand before beginning as it is one of the required fields.
6. After filling in the form and uploading the required documents, please remember to click on the “submit application” button. In case you need to save the registered information and get back to your application at another time, press the “Save” button.
7. After submitting your application, it will be reviewed by the OWSD Secretariat and your membership will be approved within 2-3 weeks.

What documents do I need to apply for an OWSD membership?

Please note that to be classified as a Full member you need to upload a Masters or PhD certificate in a science subject. You only need one certificate and any additional certificates beyond master’s level will not change your membership category.

To be classified as an Affiliate member you need to upload a Bachelor’s certificate in a science subject

In addition, if the name and/or surname on your certificate(s) do not match the names on your OWSD profile you will need to upload any official documentary evidence confirming your change of name (e.g. marriage certificate, newspaper publication) in order to have your membership approved.

Finally, if you wish your profile to be more exhaustive, you can also upload a copy of other degree certificates (please note that the uploaded degree certificates themselves are private, but the information about the degree – type of degree, year achieved, field, etc. - is public).

I do not have my degree certificate, what should I do?

You can upload to your OWSD profile any official document that certifies that you have successfully completed your program, otherwise please contact membership@owsd.net.

Is it ok if my degree certificate is not in English?

At OWSD we can read/understand most languages but it would be very helpful if you attach an informal translation to your documents.

I submitted my thesis but did not graduate yet, what should I do?

You can upload to your OWSD profile any official document that certifies that you have successfully completed your program and are waiting for the official certificate.

If it is the case that you already have a bachelor's degree, you can become an Affiliate member now and upgrade your status to a Full membership as soon as you get your highest degree certificate. To do so, please contact membership@owsd.net.

Why is it important to fill all the fields in my profile?

In order to become an OWSD member, it is mandatory to fill out, at least, the "General information" section of the application form. However, we encourage you to complete as much information as possible so that your profile can be more exhaustive and you can be more likely to be handpicked for specific opportunities and requests made directly to OWSD (e.g. request to contact professors in computing science in Kenya).

I forgot my OWSD password, what should I do?

Please go to <https://owsd.net/user/password> to request a new password.

How can I change the e-mail associated to my OWSD account?

Please note that you can register and edit up to three e-mail addresses for mailing purposes on your OWSD profile. Instead, the e-mail associated to your OWSD account (linked to you registered username and password) is locked for edition. For changing the email associated to your OWSD account, please contact membership@owsd.net.

How do I know what my National Chapter is?

You will be automatically assigned up to two National Chapters, accordingly to your countries of nationality and residence. If you wish to get involved in National Chapter activities in your country, please go to the list of National Chapters ([link](#)), identify the reference person for your country's chapter and contact her by email.

There is no National Chapter in the country where I live, can I chose a neighboring one?

You can get involved in the National Chapter activities of the neighboring country by contacting the reference person for the chapter. See the list of National Chapters [here](#).

I am residing temporarily in a different country, can I temporarily join their chapter?

We encourage OWSD members to keep their residence up to date. If it is the case that you are temporarily residing in a different country and wish to get involved in the National Chapter's activities, please contact the reference person of the chapter. See the list of National Chapters [here](#).

How can I establish a National Chapter?

For detailed information about setting up a National Chapter, please visit: <https://owsd.net/national-chapters>

How long does it take to be accepted as an OWSD member?

The review and approval of membership applications usually takes 2-3 weeks. In case any information is missing or some clarification is needed regarding your application, our membership team will contact you by email.

How do I know if my membership has been approved?

You will receive a notification email with a welcome message from OWSD Secretariat as soon as your membership is approved.

It has been more than three weeks since I applied for OWSD membership and I have not received any confirmation or clarification email, what should I do?

First, please be sure that you have filled the application form and clicked on the "submit application" button. Many users only save their information on their profiles but forget to complete the application process by submitting their information. If this is not your case and you have already submitted your application, please contact our membership team at membership@owsd.net.

Why should I become a member if my country is not eligible for OWSD fellowships and awards?

If your country is not on the list of [Science and Technology Lagging Countries](#) that are eligible for OWSD fellowships and awards, you can still become an OWSD member in order to:

- Connect and network with fellow OWSD members (e.g. in your field or your country or region).
- Join or start an OWSD National Chapter in your country and take part in regional and national activities for women in science.
- Choose to receive regular information about research opportunities for scientists from developing countries as well as regional and international workshops and conferences.

Members checkup (30 March 2020)

In my profile it says I am an Associate Member, what does it mean?

It means that, given that we no longer have the Associate membership category, you will be reassigned to one of the updated categories (as a Full member, Affiliate member or Friend of OWSD), according to the eligible criteria that you meet.

I obtained a degree that is higher than the one that appears in my profile but I am already a Full member, what should I do?

Given that your new degree will not change your OWSD membership category, it is not mandatory that you list and upload the certificate. However, we suggest you to take the opportunity to update your academic background in order to have a more accurate profile. Please note that if the name on your new degree is different from the one you registered with, you need to upload also a document that certifies your name change (e.g. marriage certificate or change of name publication) or, if you prefer, contact us to change the name on your OWSD profile at membership@owsd.net.

I obtained a degree that is higher than the one that appears in my profile and this would allow me to change category, what should I do?

If you have obtained an academic degree that will change your OWSD membership category to Full member, please update your information and upload a copy of your diploma. Kindly, be informed that you will need to send an email to membership@owsd.net informing of these changes so that our team can upgrade your membership. The membership upgrade is not automatic, as we need to personally check the uploaded documentation.

Please also note that if the name on your new degree is different from the one you registered with, you need to upload a document that certifies your name change (e.g. marriage certificate or change of name publication) or, if you prefer, contact us for editing the name on your OWSD profile.

I logged-in but did not save my profile, am I considered an active member anyway?

Yes, you will be considered an active member right after logging into your OWSD profile.

I updated some data but the system does not let me save my profile, what should I do?

Please note that you will need to fill and upload all the required information in order to be able to save the changes in your OWSD profile. If there are some mandatory fields that have not been filled out, the system will not let you save the changes.

I wish to change my name.

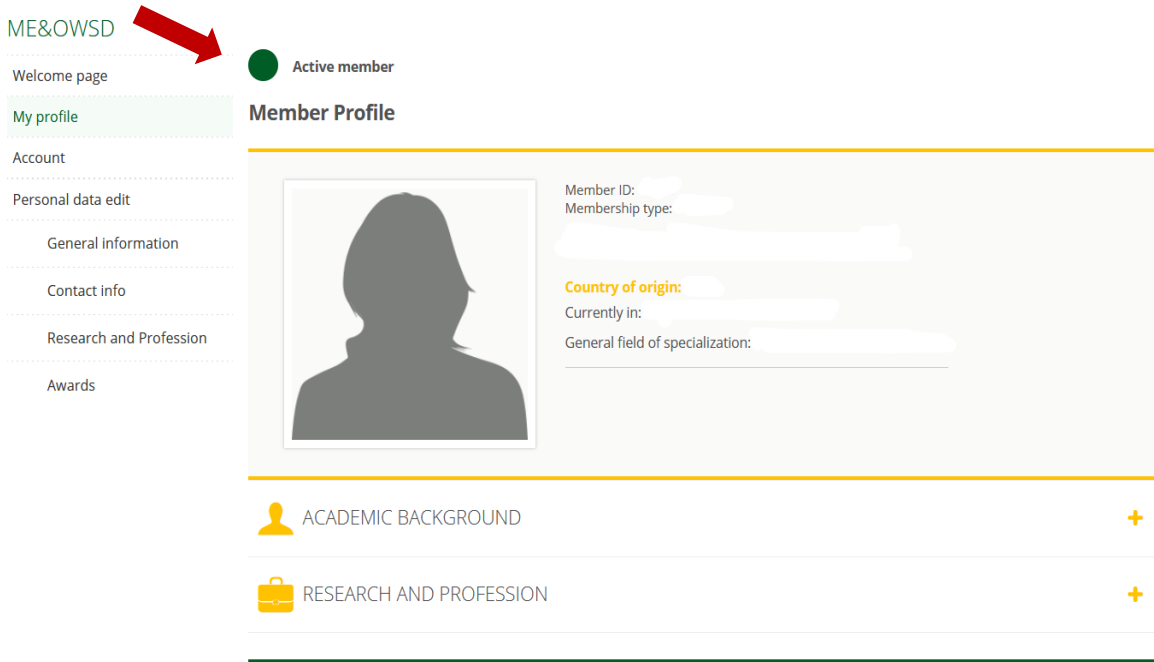
The name and surname fields are locked for edition. Please, write membership@owsd.net by attaching proof of name change (e.g. marriage certificate or change of name publication)

My gender/date of birth/country of birth/country of nationality is different from the one in my profile, how can I update it?

The gender, date of birth, country of birth and country of nationality fields are locked and cannot be changed directly by members. Please write to membership@owsd.net in order to edit any of these fields.

How do I see if I am an active member?

A green circle on the top of your profile with the text “Active member” will indicate your status, as in the image below.



I missed the deadline of 30 March but still wish to be considered active, what should I do?

Write membership@owsd.net but please note it might take some time to re-activate your profile and you may miss important communication about the OWSD General Assembly and Conference.

How may I activate my account after 30 March?

Write membership@owsd.net but please note it might take some time to re-activate your profile and you may miss important communication about the OWSD General Assembly and Conference.