

Creating an IMA Customer ID

A step-by-step guide

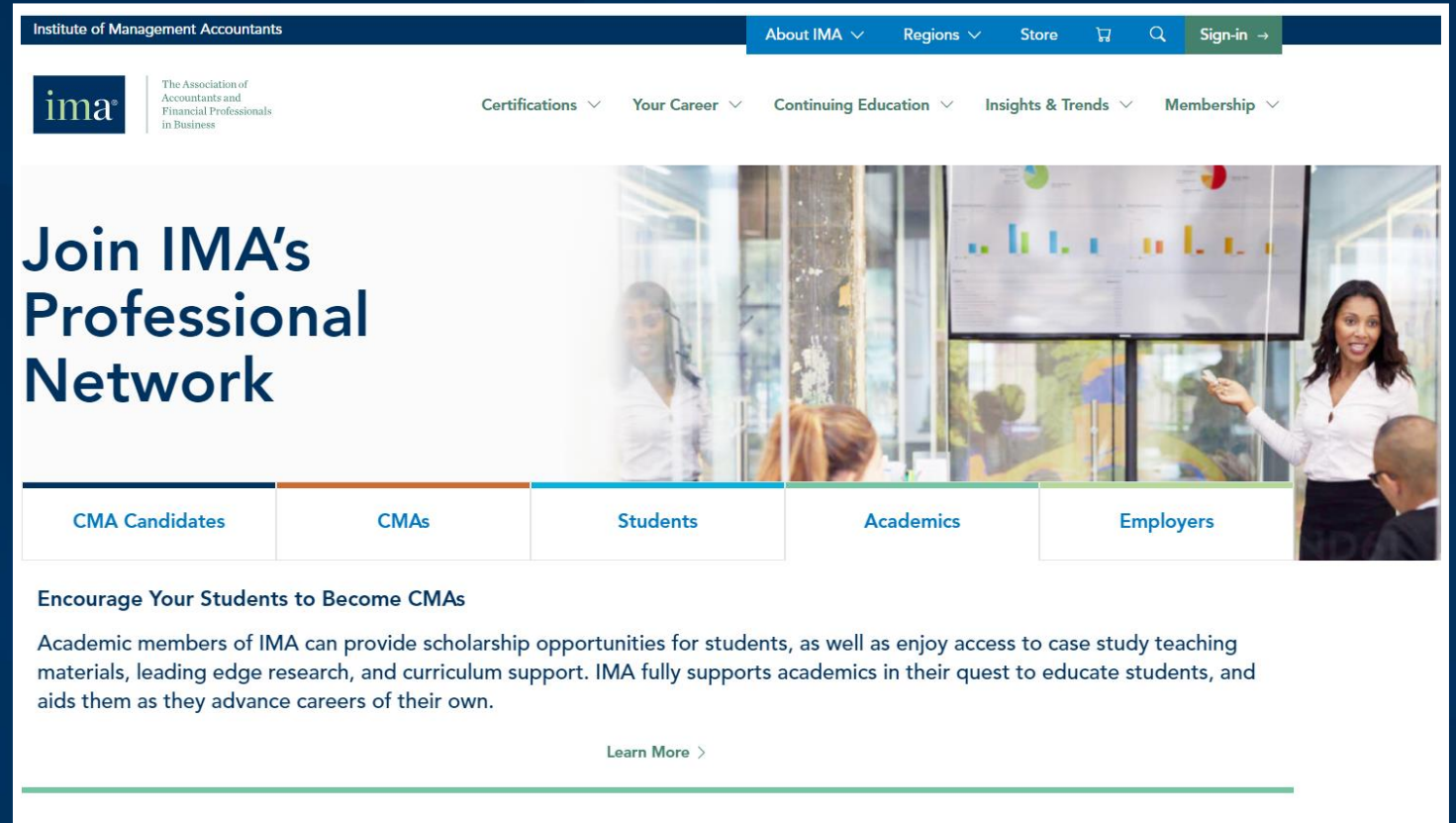


The Association of
Accountants and
Financial Professionals
in Business



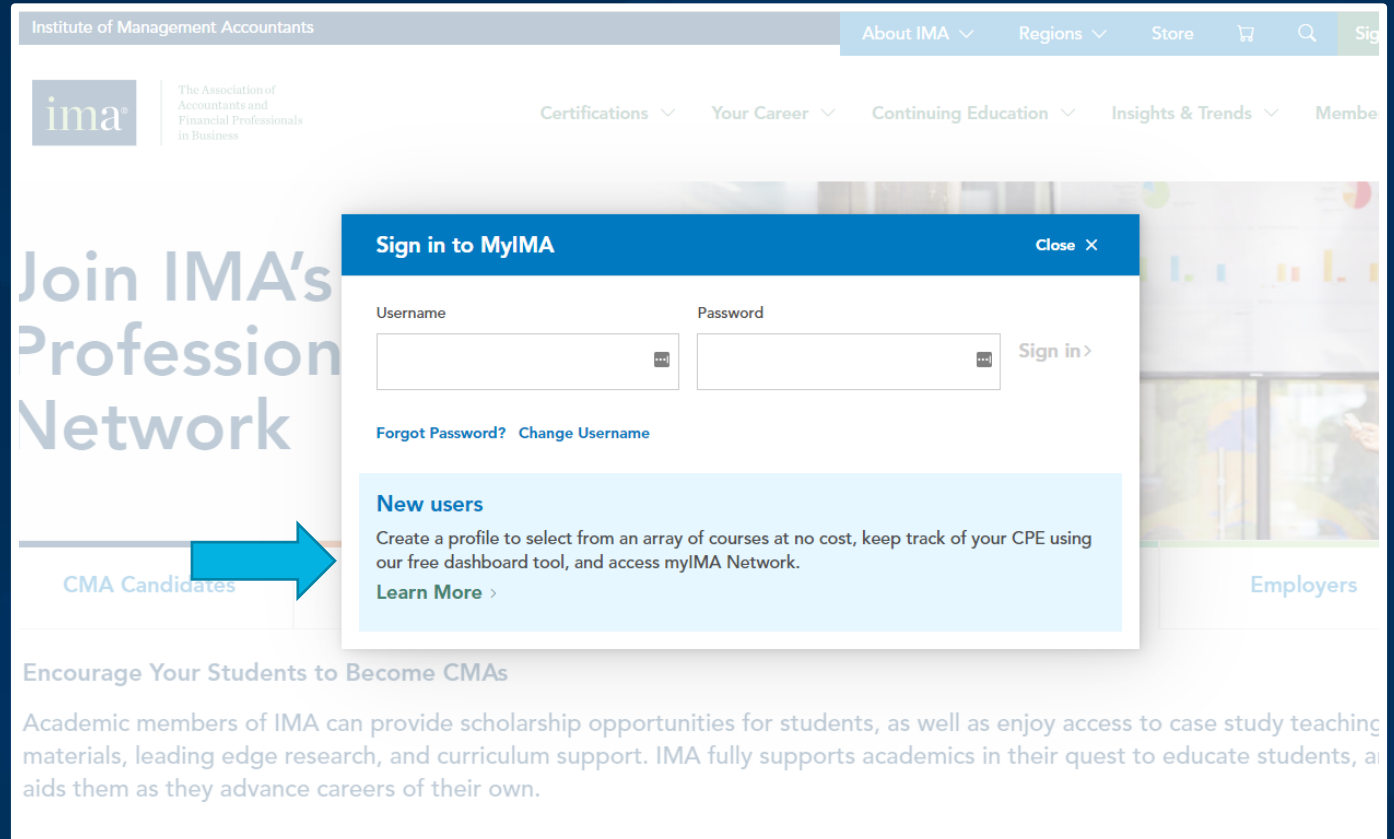
Step 1

Visit IMA's website (www.imanet.org) and begin by selecting the **Sign-in** → tab.



Step 2

Under **New users**, click.
Learn More >.



The screenshot displays the IMA website interface. At the top, the header includes the IMA logo and navigation links: 'About IMA', 'Regions', 'Store', and a search icon. Below the header, a secondary navigation bar lists 'Certifications', 'Your Career', 'Continuing Education', 'Insights & Trends', and 'Members'. The main content area features a large banner for 'Join IMA's Profession Network' with a blue arrow pointing to the 'CMA Candidates' link. A modal window titled 'Sign in to MyIMA' is open, containing fields for 'Username' and 'Password', a 'Sign in >' button, and links for 'Forgot Password?' and 'Change Username'. Below the login fields, a section titled 'New users' provides information about creating a profile and accessing the myIMA Network, with a 'Learn More >' link. The background of the website shows a blurred image of a person working at a desk.

Institute of Management Accountants

About IMA ▾ Regions ▾ Store 🔍

ima® The Association of Accountants and Financial Professionals in Business

Certifications ▾ Your Career ▾ Continuing Education ▾ Insights & Trends ▾ Members

Join IMA's Profession Network

CMA Candidates

Sign in to MyIMA Close X

Username Password

Sign in >

[Forgot Password?](#) [Change Username](#)

New users

Create a profile to select from an array of courses at no cost, keep track of your CPE using our free dashboard tool, and access myIMA Network.

[Learn More >](#)

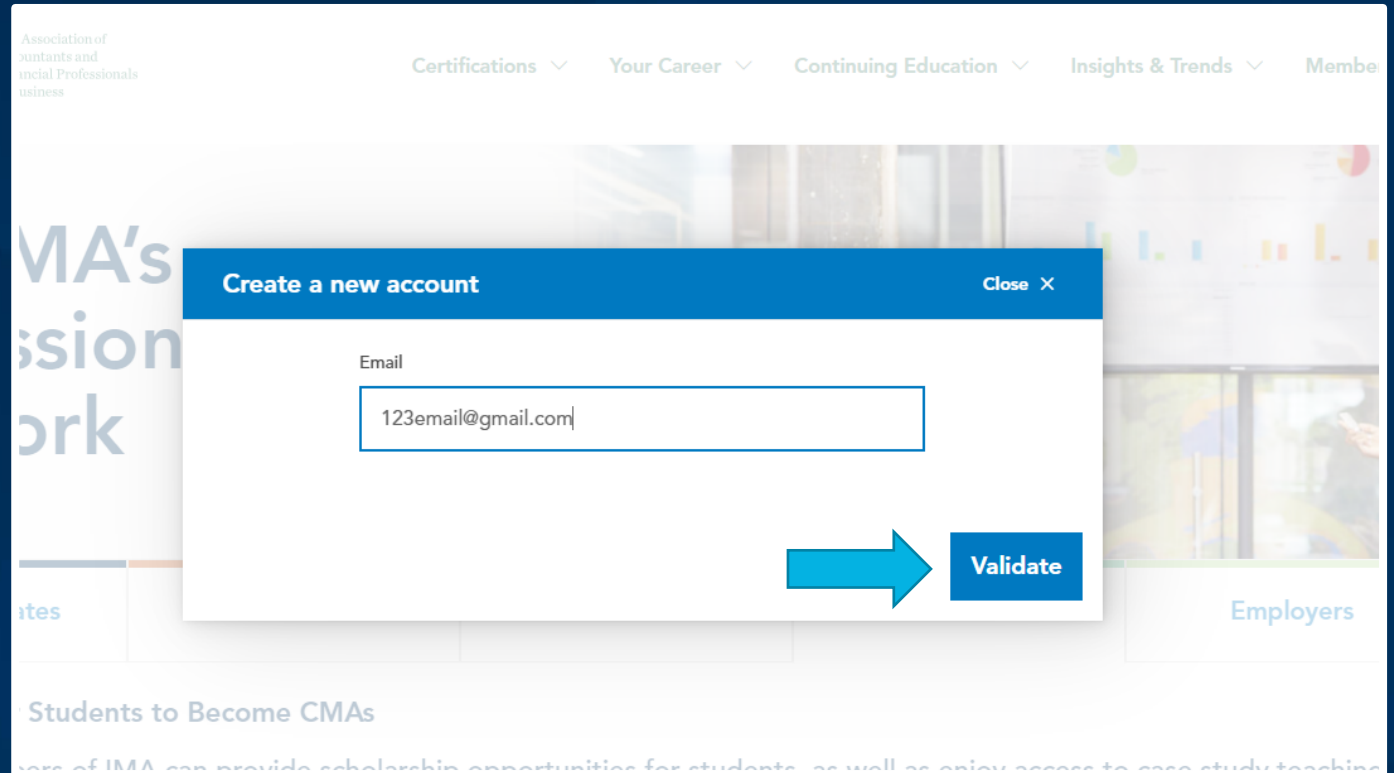
Employers

Encourage Your Students to Become CMAs

Academic members of IMA can provide scholarship opportunities for students, as well as enjoy access to case study teaching materials, leading edge research, and curriculum support. IMA fully supports academics in their quest to educate students, and aids them as they advance careers of their own.

Step 3

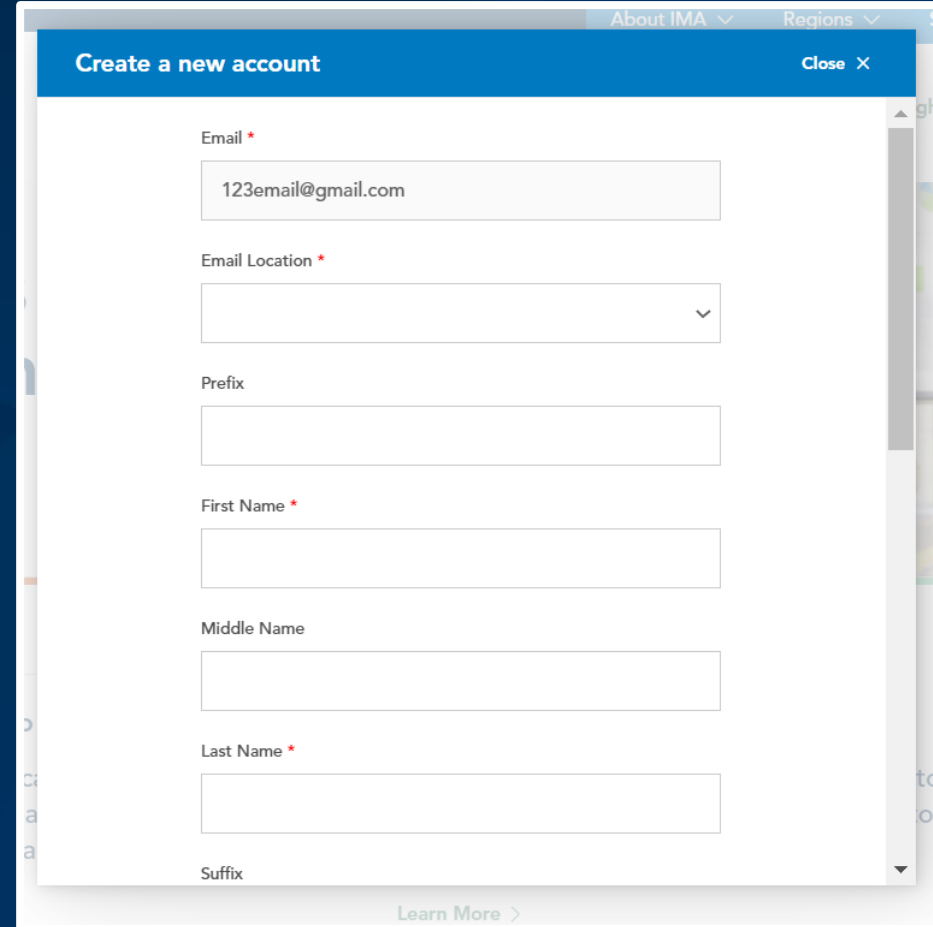
Enter your email address
and click **Validate**.



The screenshot shows the IMA website with a modal form titled "Create a new account". The form has a "Close" button with an "X" icon. Below the title, there is a label "Email" and a text input field containing "123email@gmail.com". To the right of the input field is a blue arrow pointing to a blue button labeled "Validate". The background of the website shows the IMA logo and navigation links: "Certifications", "Your Career", "Continuing Education", "Insights & Trends", and "Members".

Step 4

Fill in the information marked with a red asterisk(*). Then, create your password and agree to the privacy policy, terms, and conditions. Click **Create Account**.



The screenshot shows a web browser window with a modal form titled "Create a new account". The form has a blue header bar with the title and a "Close" button. The form fields are as follows:

- Email ***: A text input field containing "123email@gmail.com".
- Email Location ***: A dropdown menu with a downward arrow.
- Prefix**: A text input field.
- First Name ***: A text input field.
- Middle Name**: A text input field.
- Last Name ***: A text input field.
- Suffix**: A text input field.

At the bottom of the form, there is a "Learn More" link with a right-pointing arrow.

Step 5

Once you are logged in, **Show V** your dashboard, then click **Profile**.

The image displays two screenshots of the IMA (Institute of Management Accountants) website interface, illustrating the steps to access the user profile.

Top Screenshot: Shows the IMA website header with the user logged in as Mary Patterson. A blue bar labeled "My Dashboard" is visible, with a "Show" button and a dropdown arrow. A large blue arrow points to the "Show" button.

Bottom Screenshot: Shows the "My Dashboard" section expanded. The "My Dashboard" bar now has a "Hide" button and an upward arrow. A blue arrow points to the "Profile" link in the user menu, which is located next to the "Sign Out" link.

Step 6

Under the **myProfile** dropdown, select **My Account**.



Step 7

Locate your **IMA Customer ID**.

IMA Customer ID

IMA Customer ID:



000008041422

My Contact Information

Step 8

Email the following information to your professor:

- IMA Customer ID
- The email address that you used to create your IMA account
- Anticipated graduation date
- Major

For additional information or customer support, please contact: cmascholarship@imanet.org.

