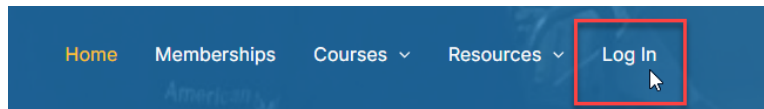


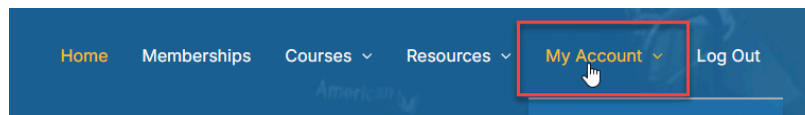
Accessing Your Group and Assigned Courses/Tests

To locate an assigned course or test, you must first be enrolled in the agency account (group) that has assigned the course or test. Enroll in a group using the link on the group page or by using the URL provided by your agency administrator (Group Leader). If your group leader added you to the group, you'll receive an email from support@americancme.org to set a password. Once enrolled, follow these steps:

1. **Login** at americancme.org/login/ or use the Login link on the homepage.

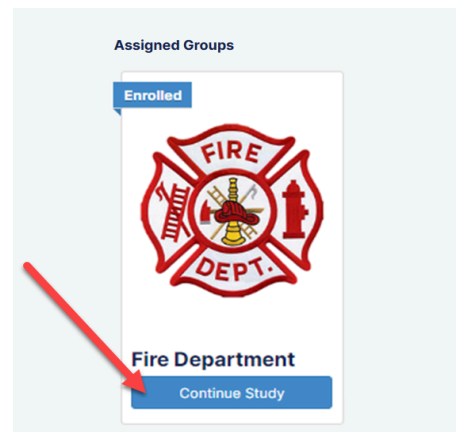
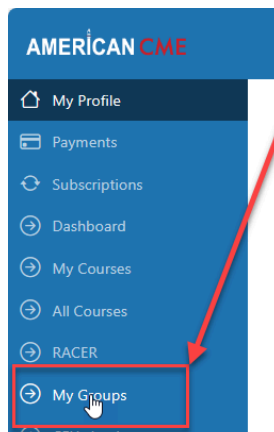


- If you are already logged in, click the My Account button..



2. **Click My Groups.** On the My Groups page, locate the group and click Continue Study.

- If an enrollment form appears, fill out the required fields and submit the form. On the Thank you page, click Enter Group.



3. **Click Course Title.** On the group page, the group courses are listed. If multiple courses are assigned, take the course for your license level. Click the title to open the course. If an enrollment form appears, complete and submit the form.

