# How to Register for and Manage Your ALEKS Classes

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Student Registration Instructions

Before you begin, you will need a 10-character Class Code provided by your instructor. For help during this registration process, please contact ALEKS Customer Support by visiting http://support.aleks.com.

To register for your ALEKS math class, please follow the six steps below. Be sure to check out the ALEKS Account Home section to learn more about managing your ALEKS account and courses.

**Step 1 of Student Registration:** Go to www.aleks.com and select the SIGN UP NOW! Link under the Registered Users box on the left-hand side of the page.

**Step 2:** Enter the 10-character class code provided by your instructor in the course code box and select the Continue button.
**Step 3:** Verify your enrollment information to make sure you are enrolling in the correct class. If the information is incorrect, check your class code and select the (Modify) link to make any corrections. If your information is correct, select the Continue button.

**Step 4:** Indicate whether you have used ALEKS before and select the Continue button. If you have used ALEKS before, you will be prompted to enter your existing login and password. You can retrieve your login information by selecting the I forgot my login information link.
**Step 5:** If you entered your existing ALEKS account information in Step 4, you will be prompted to verify your email address now. Otherwise, complete the registration steps to create a new ALEKS account and select the **Continue** button. A confirmation email will be sent to the email address you provided.

**Step 6:** Once your registration is complete, you will be in your ALEKS class and can begin with the Answer Editor Tutorial. To learn more about managing your ALEKS Account, including how to update your information and sign up for new classes, **see the ALEKS Account Home** section of this guide.

**IMPORTANT:** Be sure to save your new login information!
The ALEKS Account Home

Your Account Home allows you to easily manage all your ALEKS classes with one login. You can change your account information, sign up for new classes, suspend or extend access, and view previous classes.

Here are a few things you can do directly from your account home page:

- Select the arrow next to your name in the top, right corner to manage your settings.
- Select the **New Class** button to register for an ALEKS class (requires a new access code).
- Select the hyperlinked name of your class to begin working in ALEKS. Continue to the next page to learn more about the actions you can take with your ALEKS classes.

To return to your Account Home from within an ALEKS class at any time, open the menu icon from the top left corner and select **Manage my Classes** from the menu.
Actions for ACTIVE Classes

Any classes that you are currently enrolled in and have purchased access to will appear in the ACTIVE section of your Account Home. There are three actions you can take with active classes.

Option 1: Extend access to this class
Use this option if your ALEKS access code is about to expire or you activated your access using a Financial Aid Code and you need more time. You will need a new 20-character access code to extend access to a class. Once you select this option, you will be directed on how to purchase additional access.

Option 2: Switch to a new class
This option appears when you have time remaining on your ALEKS access code and would like to switch the remaining time to a new class. Before switching, you will need the 10-character class code of your new class. After switching, you will be in your new class and may need to complete an ALEKS assessment.

Option 3: Suspend access to this class
You can suspend access to your class if you need to take an extended break (5-week minimum) and complete your work later. Once you suspend access, you will be given the reactivation details, including the reactivation date. When you suspend access to a class, it will appear in the ON-HOLD list. You can then renew access to the class on or after the specified date by selecting the Reactivate button.

NOTE: Your access code will determine the minimum and maximum suspension time allowed.
Actions for INACTIVE Classes

Once access to your ALEKS class expires or you have un-enrolled from a class, it will appear in the INACTIVE section of your Account Home. There are several actions you can take with inactive classes.

**Option 1: Download progress (PDF)**
This option allows you to view and download progress made in the class. It will download a PDF and show the most recent ALEKS Progress Report for that class.

**Option 2: Renew access to this class**
Use this option to renew access to an inactive class. You will need a 20-character access code to renew access to a class. After selecting this option, you will be directed on how to purchase additional access.

**Option 3: Activate for Independent Use**
If you want to continue working in ALEKS on your own, you can purchase an Independent Use subscription. This subscription will not be tied to any school or course.

**Option 4: Delete from my account**
Deleting a class will remove it completely from your ALEKS Account Home. It will no longer appear in the INACTIVE list or anywhere else in your account.

For questions about managing your ALEKS classes, please contact ALEKS Customer Support by visiting [http://support.aleks.com](http://support.aleks.com).
Appendix A: Purchasing a Loose-Leaf Version of Your Textbook

If you activated an ALEKS 360 code to use with your class, you’ll have access to the eBook version of your course textbook directly from within your ALEKS account. You can also purchase a loose-leaf version of this eBook for a significant discount. There are two ways you can purchase the loose-leaf version.

Option 1: Purchase from the Account Menu

- Open the menu by selecting the menu icon in the top, left corner
- Open the Textbook heading by selecting the plus sign.
- Select the Order Printed Version option. This will take you to the McGraw-Hill online store where you can purchase the loose-leaf version of your textbook.

Option 2: Purchase Directly from the eBook

- Open the eBook through the Textbook section of the account menu. Or, you can access the eBook directly from a topic’s Learning Page, Practice Problem, or Explain Page by clicking on the eBook icon.
- Select the Order Printed Version link in the top, right corner. This will take you to the McGraw-Hill online store where you can purchase the loose-leaf version of your textbook.