Register Your Instructor Account

- Go to [www.everfi.com/login](http://www.everfi.com/login) and click Register on the right hand side of the page.
- Click Teacher and enter your state.
- Search for your school name. Then click Next (Can't find it? Click “Can’t find your school?”)
- Complete your profile and select your desired course from the dropdown menu.
- Agree to the Terms of Service, click Next, and you'll see the EverFi Dashboard!
- If you already have an account, just go to [www.everfi.com/login](http://www.everfi.com/login) and click Login.

Set Up Classes/Student Registration Codes

- Find the course you want to use and click Create Class.
- Enter the class name (e.g. Period 1 – Grade 8) and all additional information.
- A class registration code will automatically generate, save under Classes & Codes, and be emailed to you. You'll need this code for the next step.
- Repeat this for all of your classes.

Help Students Self Register

- Students visit [www.everfi.com/login](http://www.everfi.com/login), click Register and then click Student/Learner.
- Students enter class registration code you created and click Next.
  - Student usernames must be unique.
  - Student email addresses are NOT required.
  - Students must Agree to the Terms of Service before they can click Next.
- Click Finished, and get started!

Students can enroll in multiple courses by entering additional codes in the Add a Course box on the upper right corner of their dashboards and clicking Add. Students must re-enter their birthday before clicking Next.

If you have questions, please contact your local Schools Manager:

Julianna Morelock  
jmorelock@everfi.com  
(770) 810-5924

Holly Juras  
hjuras@everfi.com  
(404) 218-6709