# Partner Website for AUPHA

Accessing tools and resources to accelerate your journey



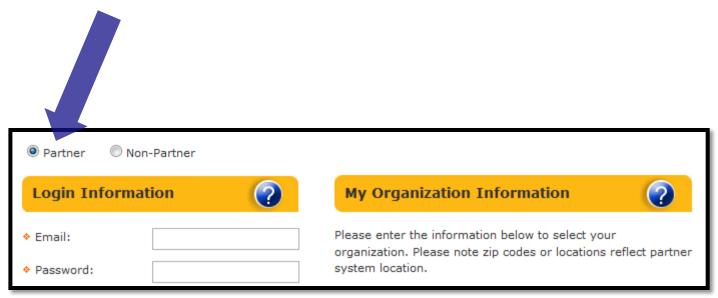
## Creating an account for the AUPHA Partner Site

1)Go to www.studergroup.com to register.





#### **Step 1** – Select the Partner Button

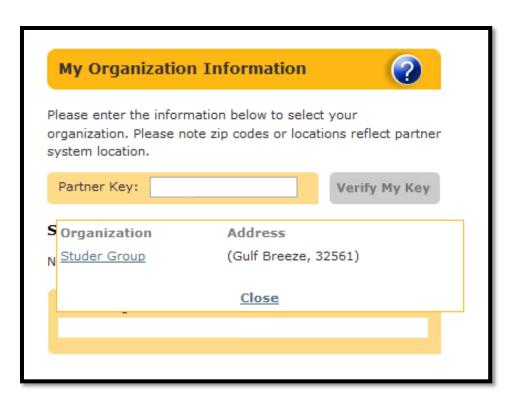




**Step 2** – Insert your Partner Key, click "Verify My Key," and click on your Organization's name.

Your Partner Key:

**AUP947** 

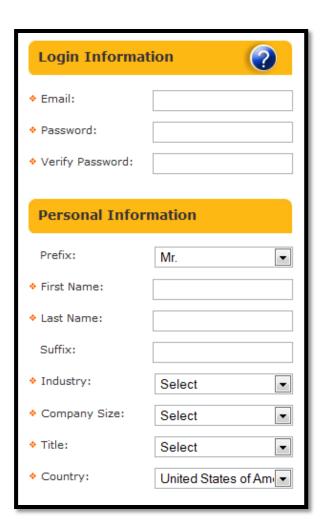




**Step 3** – Fill out your Login Information and Personal Information.

Be sure to create your own password that will be easy for you to remember.

Fields marked with a \* symbol are required.

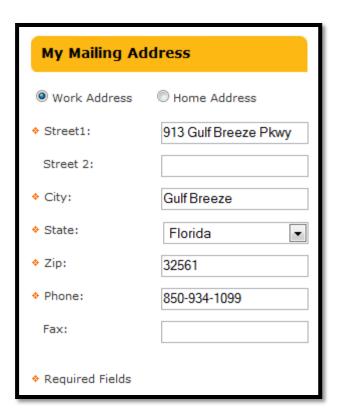




Step 4 − Click on My Mailing Address

The fields will already be pre-populated for you.

You can change these fields if needed.





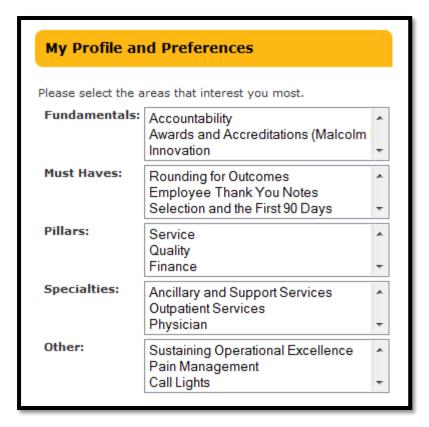
Step 5 – Click on

**My Profile and Preferences** 

Select the areas that interest you most.

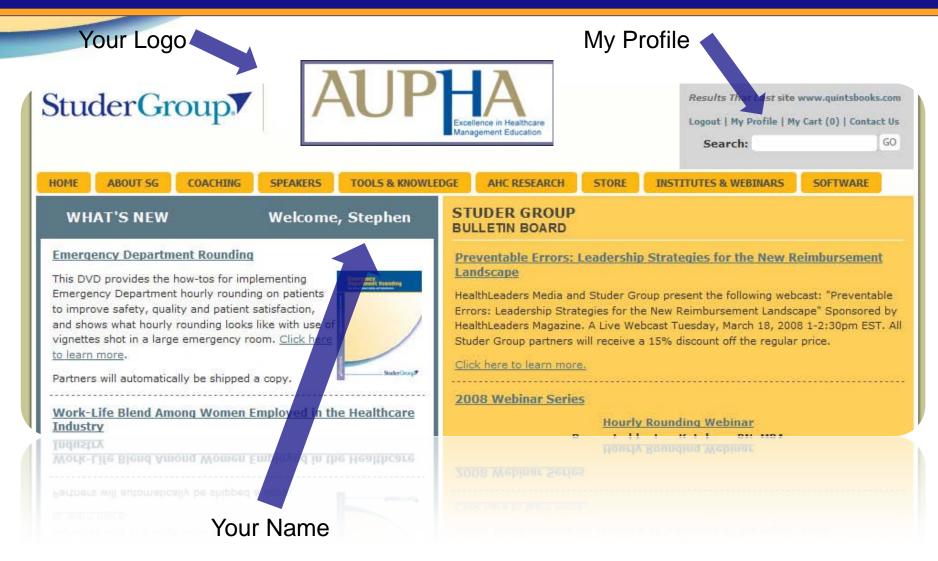
Step 6 – Click on CREATE ACCOUNT

You've successfully registered!





#### **AUPHA Partner Site**





## **Modifying My Profile**

- ▼ If you do not see the AUPHA Bulletin Board when you login:
  - Click on "My Profile" at the top-right corner of the page
  - Scroll down to "Organization Information" and click "edit"
  - ▼ Type AUP947 in the "Partner Key" box
  - Click "Verify My Key" and select your organization
  - ▼ Click "Save"
  - Logout and sign back in



#### **Questions?**

- ▼ If you need assistance re-setting your password, please email Lisa Dailey at the address below. Also, she is happy to answer any questions you may have about your Partner Site or Studer Group's website.
  - ▼ Email: <u>lisa.dailey@studergroup.com</u>
  - ▼ Phone: 850-343-1068