## UC Learning Center
### How to Fill Out Affiliate Form – BIO194S

<table>
<thead>
<tr>
<th>STEP 1</th>
<th>Press Ctrl + Click on the link below to open the UC Learning Center login page: <a href="http://uclc.uci.edu/">http://uclc.uci.edu/</a></th>
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</thead>
</table>
| STEP 2 | After the login page opens, click **Student & Affiliate Access Request Form** (located on the lower left side of page).  
**Note:** If you have not already activated your UCI NET ID, please do so by clicking the **Student & Affiliate Access Request Form** link and then the **Activate your UCInetID** link. Follow the directions to activate your UCI NET ID and then proceed to Step 3. |
| STEP 3 | Type in your UCInetID and Password. Then click **Login**. |

NOTE: Your UCInetID is the same as your hs-login ID (for example, jsample). If you do not know your UCInetID password, please contact the HelpDesk at x3332. They are prepared to assist you.
STEP 4
This will open the UC Learning Center Access Request page.

STEP 5
In the Job Code/Position Code section, select Bio Sci 194S Student. Then click Submit.

STEP 6
After submitting the access request, you will receive a confirmation message and email to your UC Irvine email address indicating when you will have access to the UC Learning Center (takes 24-48 hours typically).