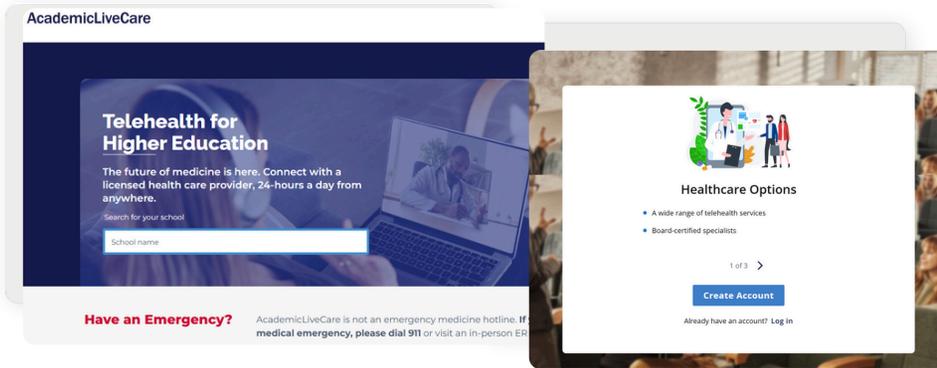


### Step 1: Access the Site

Visit: [academiclivecare.com](https://academiclivecare.com) and type your school name in the search bar. Select your school from the list, and click on the URL to access or create your ALC account.

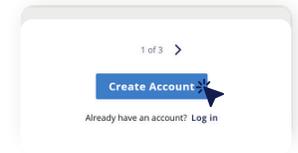


*TIP: Bookmark this page! This is where you'll return any time you need care.*

### Step 2: Log In

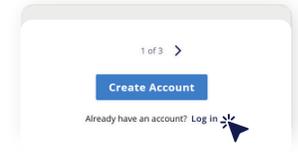
#### New Users:

Click “Create Account”. Sign up using your school email address.



#### Existing Users:

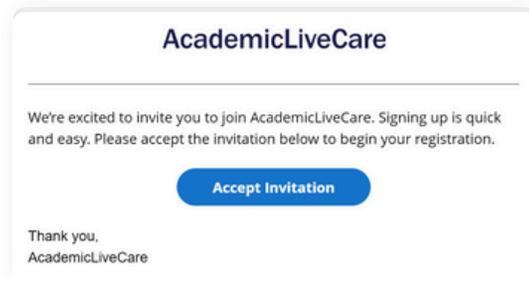
Use your existing username and password to log in.



For security purposes, you may be prompted to reset your password.

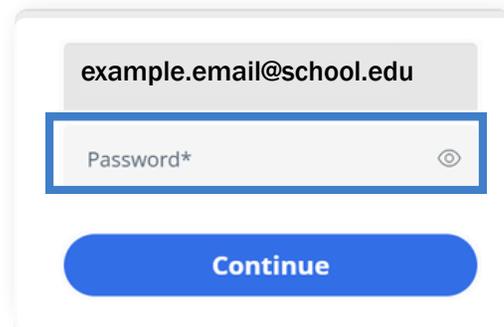
### Step 3: Verify Your Email

An email will be sent to the school email you use to sign up.



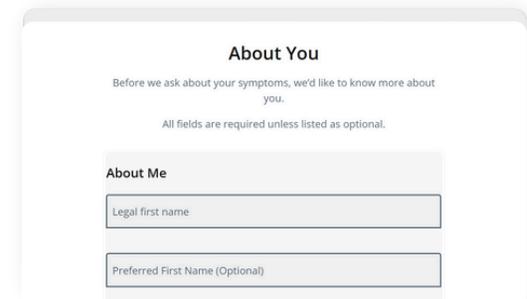
Click “Accept Invitation” to return to the ALC set up process.

### Step 4: Set Your New Password



### Step 5: Complete Account Information

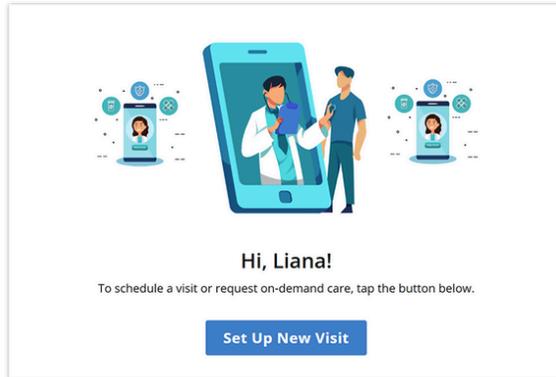
Fill out the “About You” section, then agree to the “Terms of Use”.



**Now you're ready to get care!**

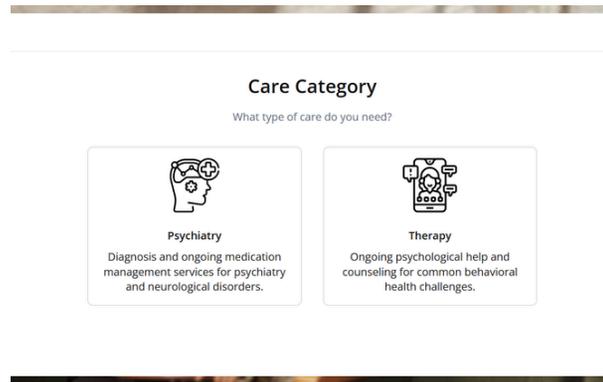
## Step 1: Start a New Visit

Choose who the visit is for and enter your location.



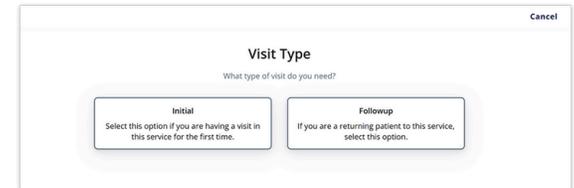
## Step 2: Schedule a Visit

Choose the type of care you are seeking.



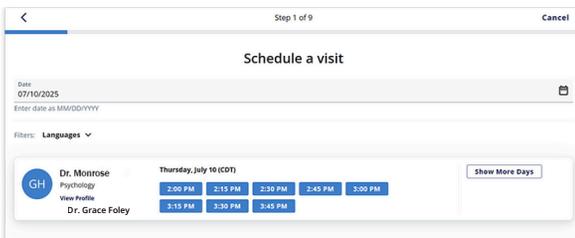
## Step 3: For Therapy or Psychiatry Visits

Indicate if your visit is an Initial or Follow-Up Appointment.



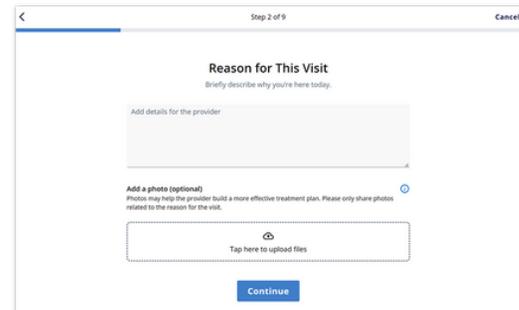
## Step 4: Therapy or Psychiatry Visits

Choose the provider, date, and time that works best for your schedule.



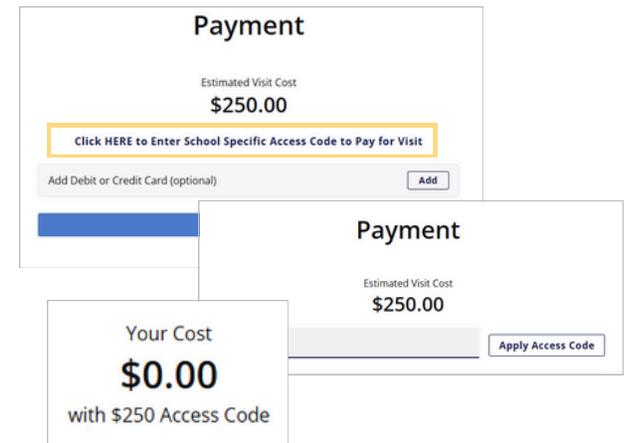
## Step 5: Enter Visit Details

Provide details about your visit, such as the reason you're seeking care.



## Step 6: Apply Access Code & Book

Click the link highlighted below, and the Access Code box will appear. Enter **RINGLING** to reduce the cost to \$0, then book your visit.



You will receive a text and email when the provider is ready to see you.