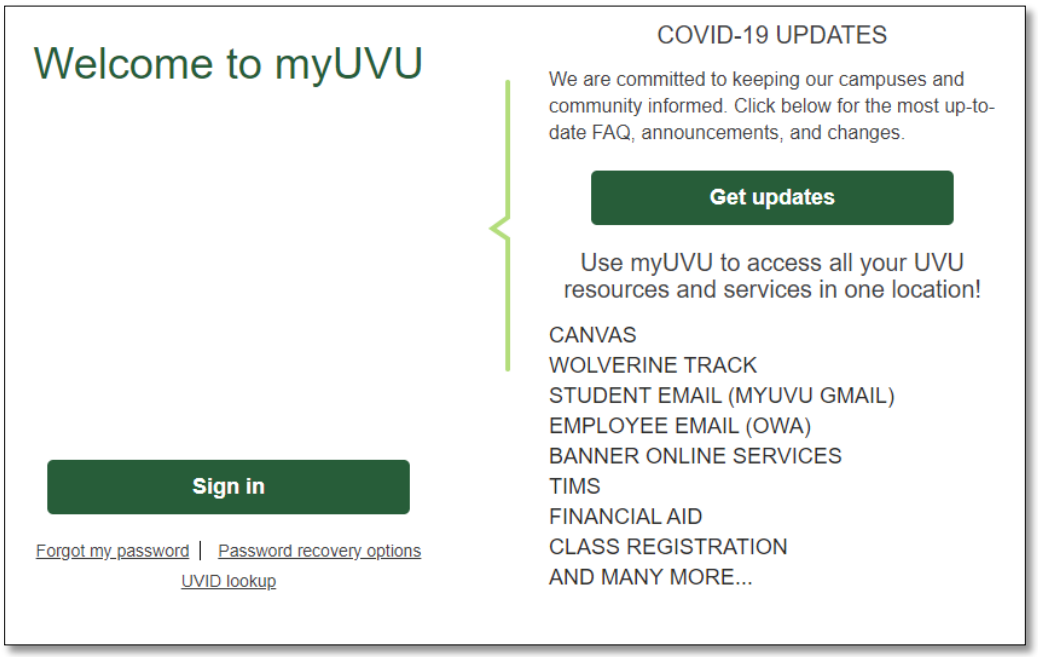
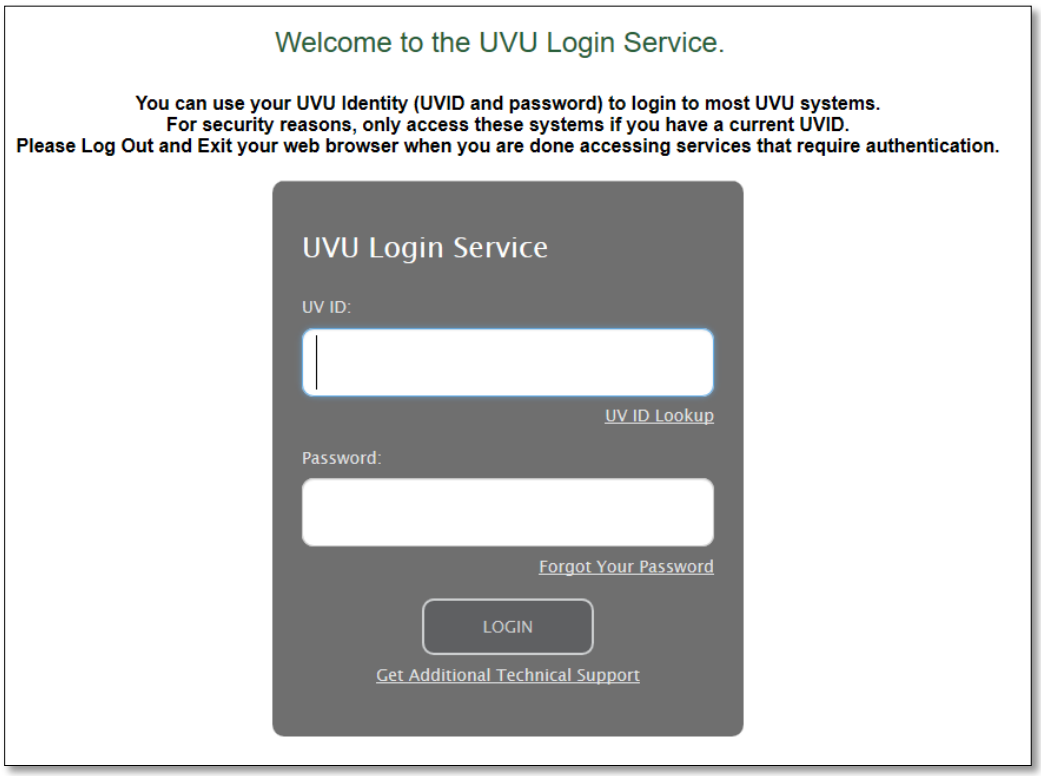
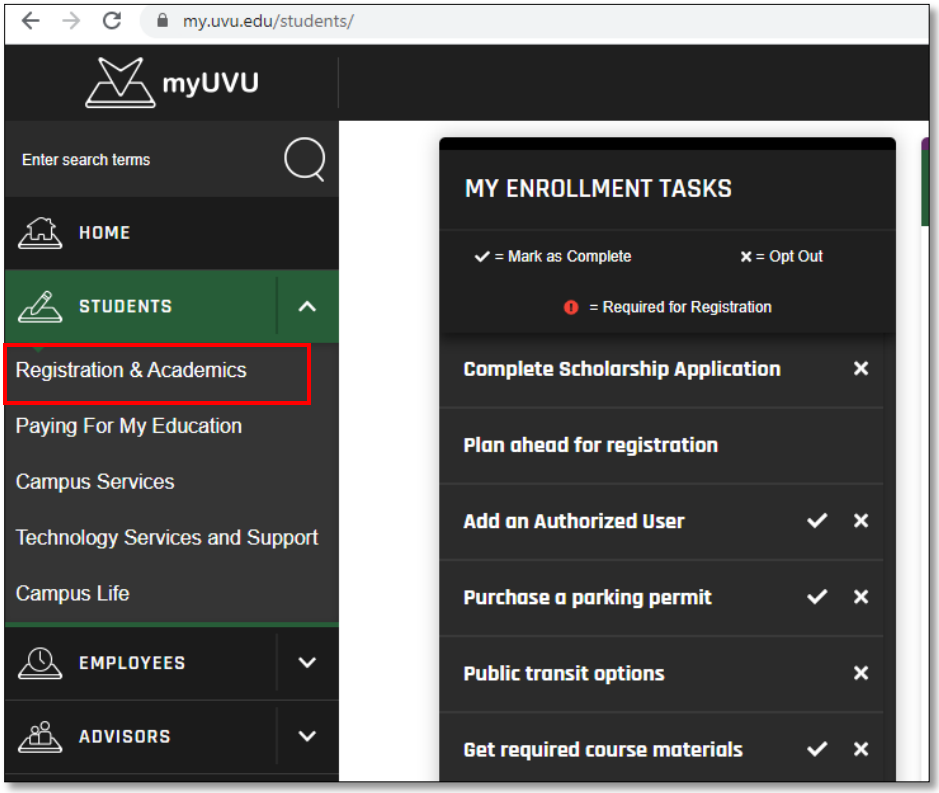
ALEKS Set-Up Guide

Step 1: Go to **my.uvu.edu** and log in to you **myUVU account**.

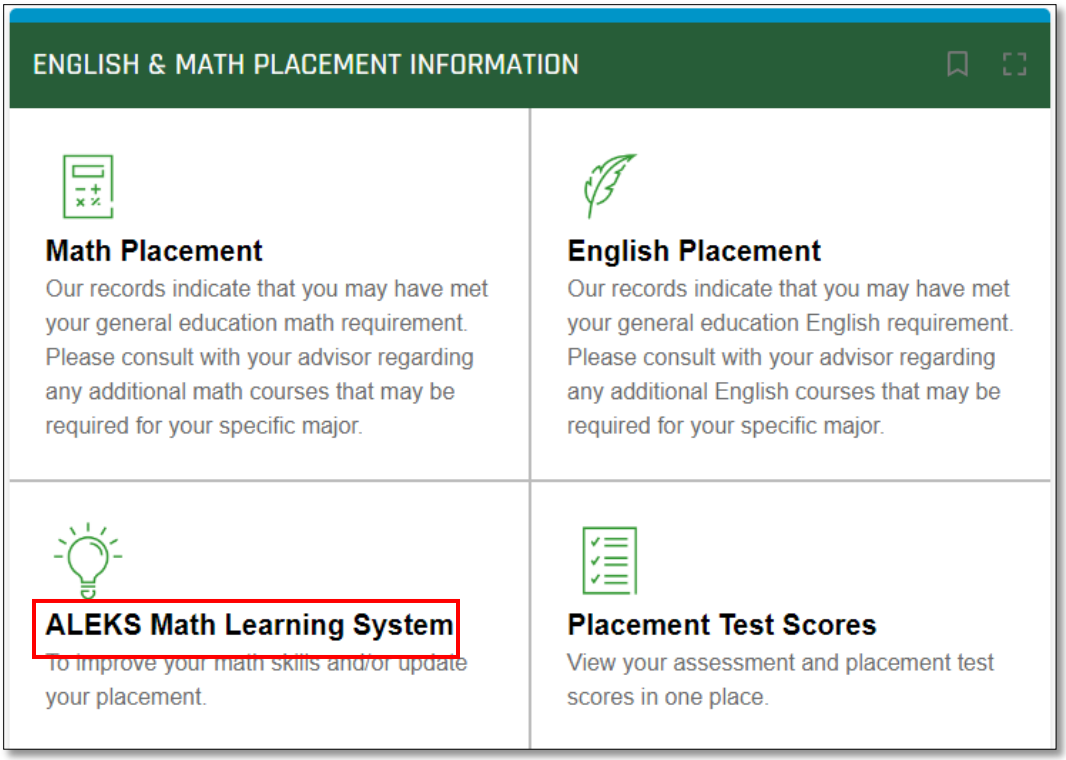




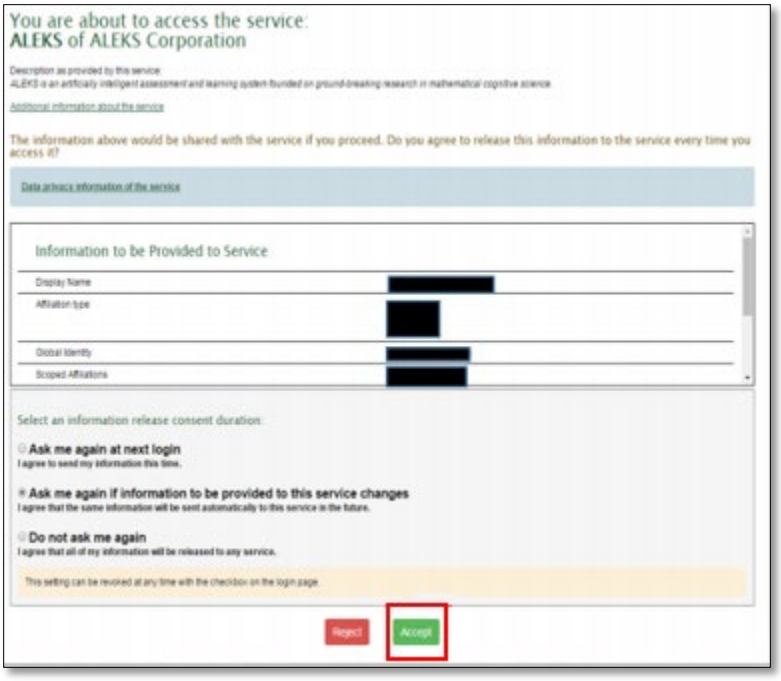
Step 2: Click on the "**Students**" tab on the far-left side of the page. Then click on "**Registration & Academics**."



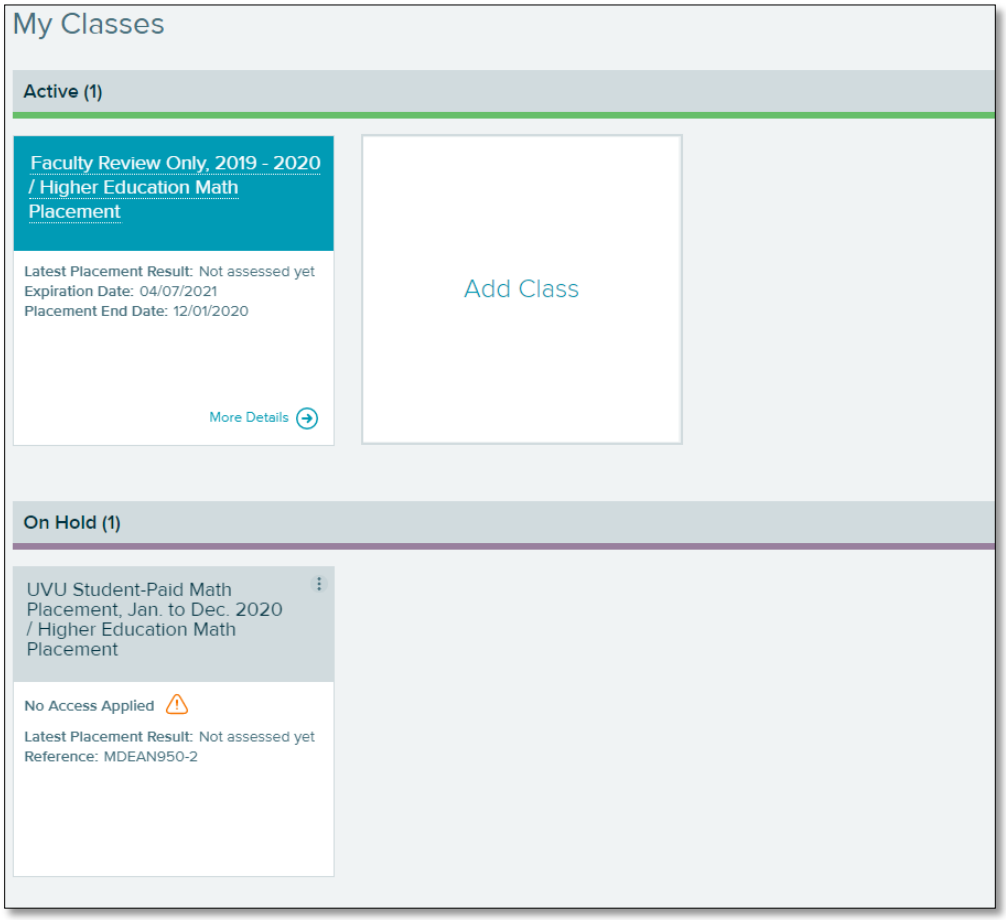
Step 3: Scroll down and click on "**ALEKS – MATH LEARNING SYSTEM**" under the **English & Math Placement Information** header.



Step 4: If at any time the following screen appears, click "**Accept**" at the bottom.



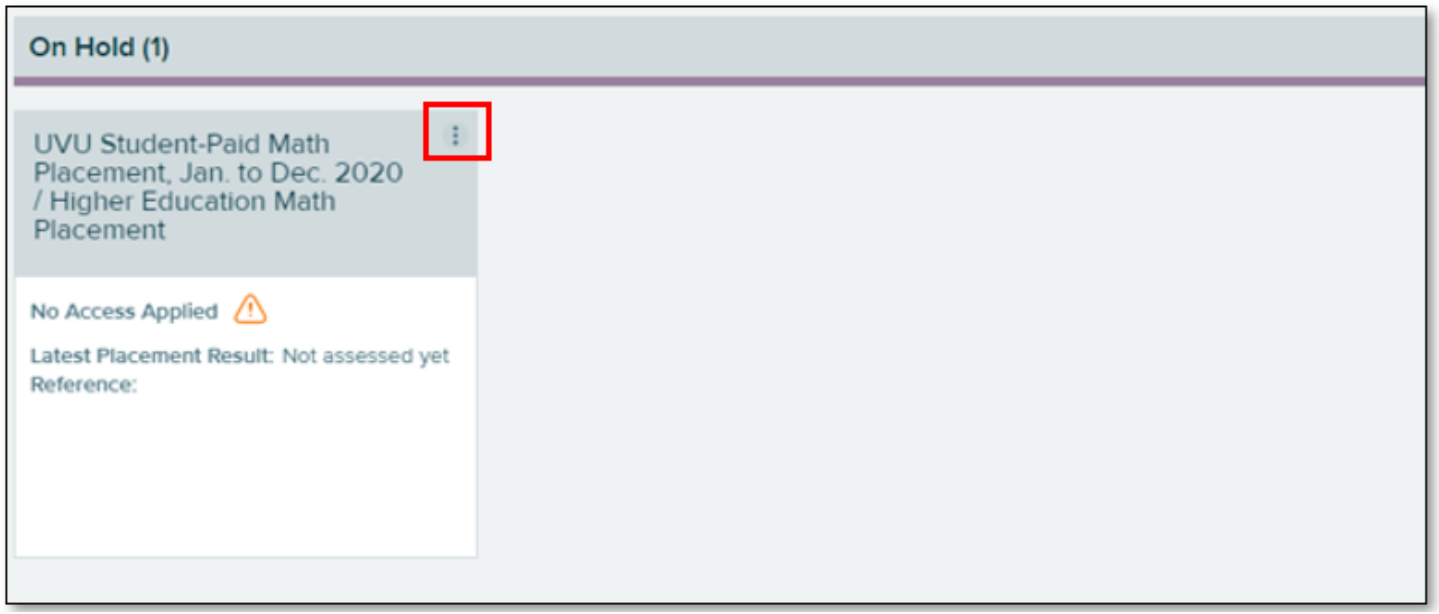
Step 5: You will be logged in to your ALEKS account. Under "**My Classes**.", there will be an "**Active**," "**On Hold**," and "**Inactive**" section listed.



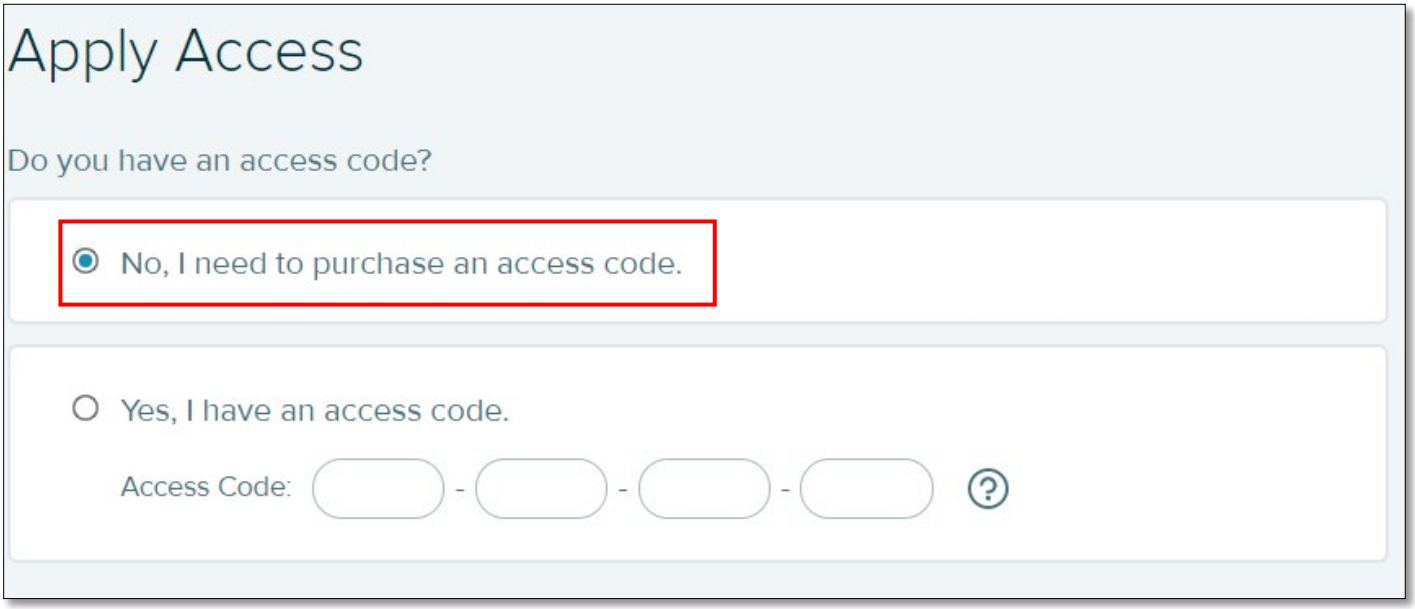
Step 6: If a class is listed under the "**Active**" section that includes the **current** year, then you have a current ALEKS account already set up. You do not need to continue.

If you do not have a class listed under the "**Active**" section that includes the current year, you will need to apply access to on on-hold account that contains the current year.

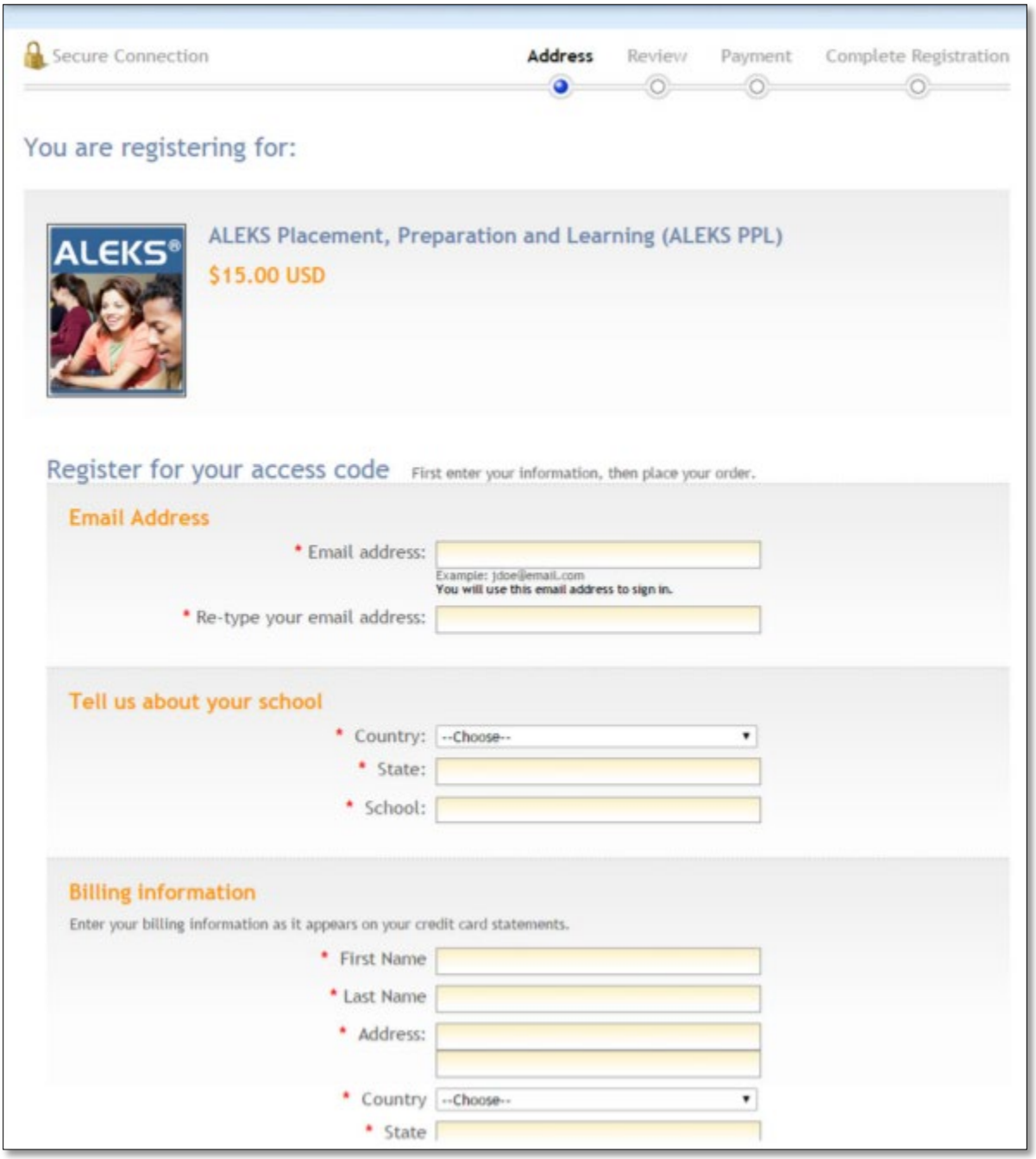
Step 7: Click on the **three vertical dots** at the top right of the course box. Then click "**Apply Access**."



Step 8: The following screen will appear. Make sure the "**No, I need to purchase an access code**" is selected. Then click "**Continue**" at the bottom of the page.



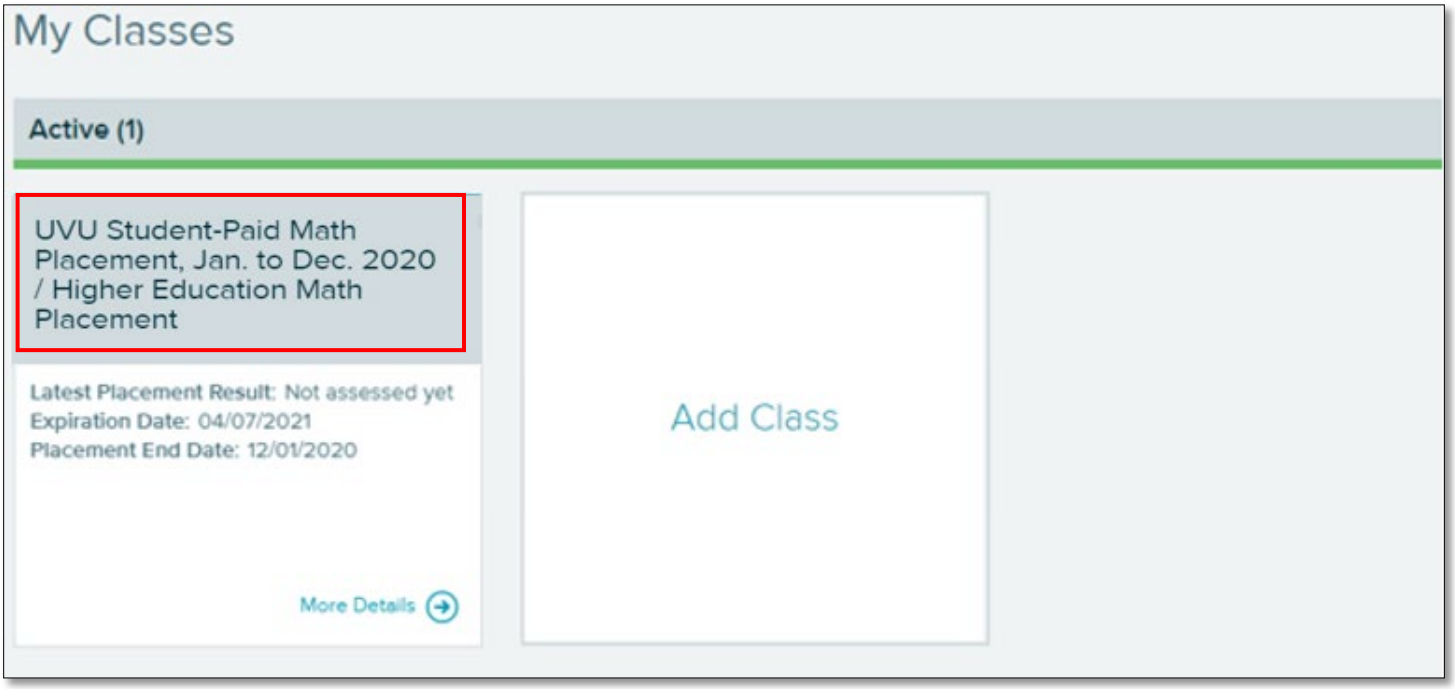
Step 9: If payment is required, you will be directed to the **payment screen**. Fill out your information and make payment.



Step 10: Once you have set up your account, you may be asked to complete a **survey** regarding your course placement goals.

Step 11: Then, you will be directed to a page with a **16-digit code**. There is no need to write it down; it will be emailed to you in case of a system error. Simply click "**Continue**."

Step 12: You will be directed back to your account dashboard page. You should now see the class you just added in the "**Active**" section. Click on the class name.



Step 13: Finally, you will be guided through a short tutorial regarding the ALEKS system functions. Keep in mind this part is best done on a computer (rather than a tablet or smartphone).

Step 12: From this point, you will have access to **5 testing attempts**. You should be aware of the following regarding your account/attempts:

- You can choose to take any of the first 3 assessments un-proctored (meaning without a testing center proctor) for practice. When taken un-proctored, the results will not count for official UVU placement. You could also choose to take any of the first 3 attempts as proctored by scheduling an appointment with the testing center and testing with a proctor. Proctored scores will be used for official course placement.
- The last 2 assessments must be proctored.
- You are not required to use all 5 assessments.
- You are required to wait 24 hours between each testing attempt and must complete 3-hours of learning modules. Learning modules help you to practice concepts in preparation for another attempt.
- You ALEKS account membership will last for 6 months.