## UC Learning Center
### How to Fill Out Affiliate Form – Nursing Students

<table>
<thead>
<tr>
<th>STEP 1</th>
<th>Click the below link to open the UC Learning Center login page: <a href="http://uclc.uci.edu/">http://uclc.uci.edu/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>STEP 2</td>
<td>After the login page opens, click <strong>Student &amp; Affiliate Access Request Form</strong> (located on the lower left side of page). <strong>Note:</strong> If you have not already activated your UCI NET ID, please do so by clicking the <strong>Student &amp; Affiliate Access Request Form</strong> link and then the <strong>Activate your UCnetID</strong> link. Follow the directions to activate your UCI NET ID and then proceed to Step 3.</td>
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<tr>
<td>STEP 3</td>
<td>Type in your UCnetID and password. Then click <strong>Login</strong>. <strong>NOTE:</strong> Your UCnetID is the same as your hs-login ID (for example, jsample). If you do not know your UCnetID password, please contact the HelpDesk at x3333. They are prepared to assist you.</td>
</tr>
</tbody>
</table>
STEP 4  This will open the UC Learning Center Access Request page.

STEP 5  In the Job Code/Position Code section, select Nursing 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 be able to access the UC Learning Center (takes 24-48 hours typically).