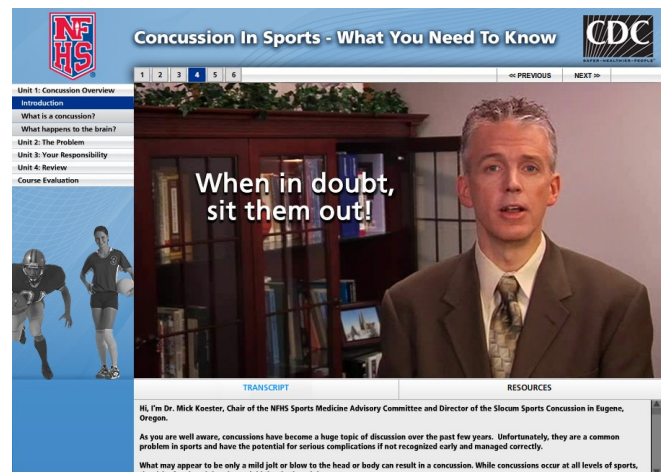




NFHS Free Courses Ordering Information

www.nfhslearn.com



Steps to access FREE courses:

1. Go to **www.nfhslearn.com**
2. Sign in with your e-mail and password if you have previously registered.
3. If you need to register, it will only take a couple of minutes. All users at www.nfhslearn.com must be registered with a unique e-mail address and password.
4. On the NFHSLearn.com homepage the free course will have its own button to click or you can click the button to "view all available courses".
5. You can order licenses as an individual to take the course yourself OR you can purchase courses in bulk if you intend to distribute the courses to others (there is a limit of 99 licenses per any one order).
6. Note: You will need to click on "Save" once you have put the course(s) in your cart and before you can proceed to Checkout.
7. As you go through the process you will see that you are using the "purchasing process" that is standard for NFHS Coach Education courses. You are not being charged anything for the free courses. You do have the ability to order other courses at the same time, and you will be asked for payment for those.
8. You can then start the course if you ordered it as an individual or begin distributing the licenses if you ordered in bulk.
9. If necessary, refer to the form regarding distributing bulk licenses. It can be found in the Locker Room at www.nfhslearn.com.

Once you have finished, you will be added to the database as having completed the course. The name of the individual completing the course will appear in the "Coach Search" feature as having completed this course along with any other courses completed at **www.nfhslearn.com**.