

**REDEEM A BULK CODE FOR A COURSE SOMEONE ELSE PURCHASED FOR YOU**

## What is a bulk code?

If someone, such as a manager, purchased a course for you without entering your name and e-mail address during the purchase, Availity Learning Center sends to them a bulk purchase code for you to use later.

The purchaser provides you with the code to redeem and automatically enroll in the course. You can do this even if you're not ready to take the course yet.

To redeem your code, follow the instructions at right.

Sample codes (these will not work):

3PGp05j52wu0VrXtE5wv7f

psr85VjtvWtfmSh3-3muXQ

### CONTACT US

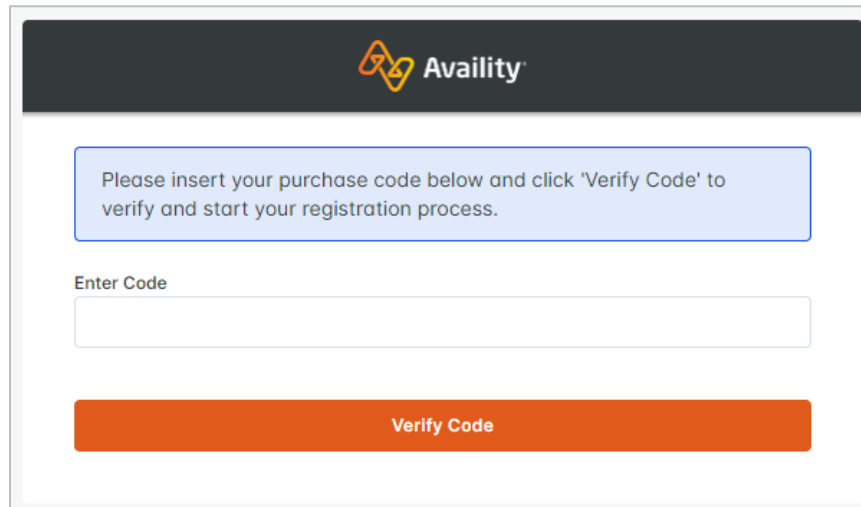
Having problems redeeming your code? Contact us at [AvailityLearning@Availity.com](mailto:AvailityLearning@Availity.com).

### If you are an Availity Essentials user:

1. Log in to Essentials and select **Help & Training | Get Trained**.
2. Copy the following URL, and then open a new browser tab and paste it into the address bar:  
[https://availitylearning.learnupon.com/bulk\\_code\\_verification](https://availitylearning.learnupon.com/bulk_code_verification)
3. On the page that displays, enter the code provided to you and select **Verify Code**.

### If you are **NOT** an Essentials user:

1. Select this link:  
[https://availitylearning.learnupon.com/bulk\\_code\\_verification](https://availitylearning.learnupon.com/bulk_code_verification)
2. Enter the code provided to you and select **Verify Code**.
3. On the Register page, select **Log in** if you already have a learner account. If you don't have a learner account, register for one by entering your email address for the **Username** and choosing a secure password. If a profile page displays, complete any required fields and select **Save**.



The steps above automatically enroll you in the course, and your training **Dashboard** displays with the course listed. You can start the course anytime.