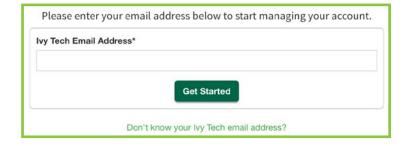
## **Setup Mylvy Student Account**

- Go to myivy.ivytech.edu and click on First Time User
- 2 Scroll to the bottom of the Ivy Tech Community
  College Acceptable Use Policy and click on I Agree

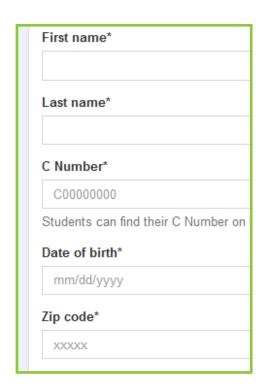


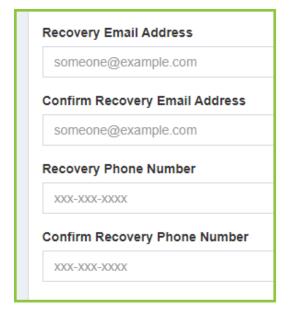
Find your **Mylvy-lvyLearn Handout** and type in your lvy Tech student issued email



Use your Mylvy-lvyLearn Handout to enter the following information, then click on Submit





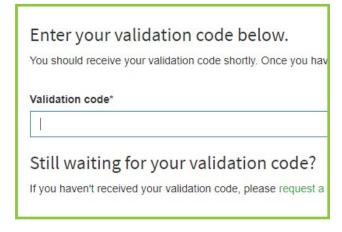


Select either **personal email** or **phone** to receive your validation code. Then check off "I'm not a robot," then click **Next**.

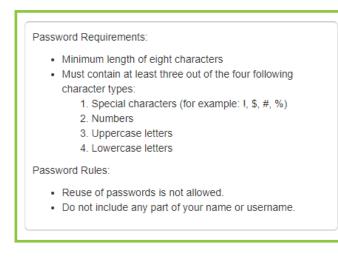


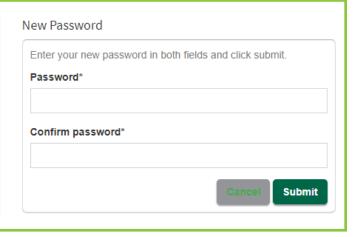
Enter in the validation code sent to either your **personal email** or **phone** and click **Next** 

Choose your method:
By email
○ s…e@gmail.com
By phone
1234  Text Voice Standard data fees and text messaging rates ma
I'm not a robot



Set up your password with the following parameters, and click Submit at least 8 characters long, 1 capital letter, 1 symbol, 1 number EXAMPLE ONLY: lvytech\_1





- Write down your password in the space provided in your Mylvy-lvyLearn handout.
- Click back on Mylvy, login with your lvy Tech email and newly created password.
- In Mylvy Homepage, activate your lvy Tech

  Gmail and your lvyLearn. You may have to re-enter your lvy Tech log-in credentials for each time you access it.

**Note:** If your account gets recognized as an already existing user, you may be prompted to go through recovery security questions. In this scenario, you will need have at least 3 out of 6 correct to reset.

If you are unable to and or you get locked out, please call the help line at 1-888-489-5463 and press 4 to get help accessing your Mylvy. You will be asked for your C# (student ID) and a few other verification questions.