How to add/change your affiliated institution or transfer completions?

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The steps below will assist you if you have mistakenly chosen the wrong institution, your institution has changed, or you have an affiliation with more than one institution.

1. From the Main Menu on your profile click on the link "Click here to affiliate with another institution."

2. Type and choose the correct institution from the search box.

3. Answer the member information questions required by your newly affiliated institution.

4. Enroll in the course(s) required by your newly affiliated institution.