How to register and access the AHPA *Introduction to the National Disability Insurance Scheme (NDIS) for Allied Health Professions* course

To access the AHPA NDIS Course the first time, you'll need to register and then add the course to your profile. There are a few steps involved but you'll only need to do this once. Please see below for details.

1. To begin, please click the following link: http://pief.learnupon.com/users/sign_in.
2. You will then see the following login screen:

3. Please click the option to Sign up now where you'll be prompted to choose a password and will need to click a confirmation email link.
4. You'll then see the following screen. Please enter your details. It's important that you choose 'Allied Health Practitioner' as your student type.
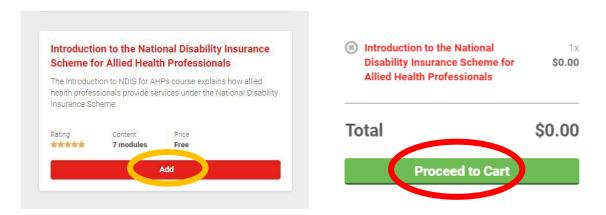
5. You'll also be prompted to enter additional information. Please ignore all fields except the Role/Discipline field
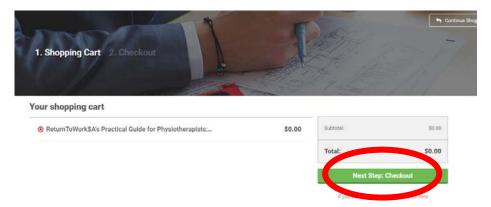

6. You'll then arrive at your home screen where you'll notice that you don't have any enrolled courses. To add the AHPA NDIS course, please click the browse the store link.

7. You'll then need to choose the NDIS course by scrolling down and clicking Add and then choosing Proceed to Cart.

8. Once on the next page, simply choose <u>Checkout.</u>

9. Then select Country 'Australia' and then hit <u>Go to dashboard.</u> Your course will be available and you'll simply need to hit <u>Start</u> to begin the course.