How to Guide
Student Overview for Using ArmyIgnitED

Purpose: This guide details the high level steps for using ArmyIgnitED from a student account.

Create a Student User Account

1. Navigate to *https://armyignited.com.*
2. Create a secure account including 2-step authentication.
3. Return to *https://armyignited.com* and complete the setup of your account.

Create a Credential Path and Create a Credentialing Assistance Request

1. Navigate to *https://armyignited.com* to login (or continue from *Create a Student User Account*).
2. Confirm your personal, contact, and mailing information.
3. Select an Occupation Pathway, a credential, and the methods being used to achieve the credential.
4. Choose to discuss your path with your counselor or submit the credential path for approval.
5. Search for your training or exam.
6. Enter the start and end date, select cost types, and upload any documentation supporting eligibility requirements for the training or exam.
7. Review your information and submit.

Manage the Student Profile

1. Navigate to *https://armyignited.com* to login.
2. Review left panel. If information is incorrect, click **Edit** and update the information.
3. Review remaining information. If information is incorrect, email ACCESS team to update.
4. Click **View Previous Path** to view previous credential paths.

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