Instructions to link an account using the Owner Access Code or Access Code
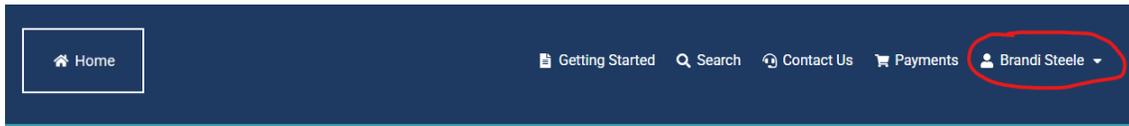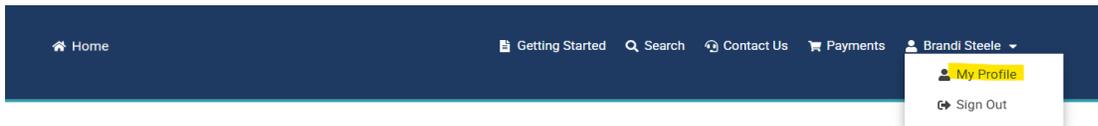
1. Click you name in right hand corner-

2. Click on My Profile –

3. Click the Associated Licensee in the tabs –

My Profile

DETAILS	STUDENT	ASSOCIATED LICENSEE

4. Enter the Owner Access Code or the Access Code (if someone has already claimed the owner access code)

To associate Licensees to your profile, enter an Online Access Code below.

Online Access Code

→ ASSOCIATE

5. Then click Associate
6. Repeat steps 1-5 if you have more than one code
7. Click Home and you are ready

Visit our Resources page https://atc.dps.mo.gov/alcms/ for additional video tutorials and documents.