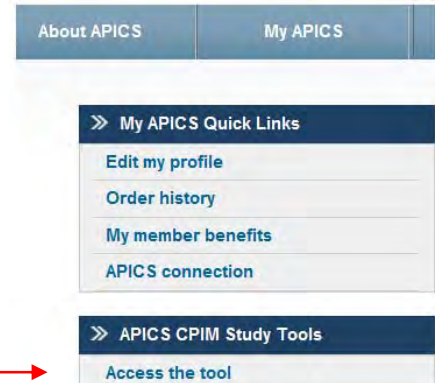


[Procedure](#) on How to Get A Student Started with CPIM Study Tools

Step 1: Have the student create an APICS user account. It is recommended that this be done before the start of the class – preferably as soon as the student registers.

Step 2: Using the APICS user account and password created in step 1, login to APICS.org and select My APICS | Access the Tool



Step 3: Select Student Access | Activate a class

Welcome to APICS CPIM Study Tools

The APICS Certified in Production and Inventory Management (CPIM) program is the industry standard for professional achievement and excellence and provides designees with the ability to understand and evaluate production and inventory activities within a company's global operations. More than 98,000 professionals have earned the APICS CPIM designation.

With APICS CPIM Study Tools, you can view class details, check progress, register for classes, and more.

If you do not plan to join a class, or if you are interested in access to the APICS CPIM Study Tools before your class has been set up, you can use self-study to prepare for your APICS CPIM exam. [Learn more.](#)

» Student Access

Welcome to My APICS CPIM Study Tools. In this section you may activate a class, view your current classes on the student dashboard, or access helpful resources for students taking an APICS CPIM class.

- » [Activate a class](#)
- » [How-tos and FAQs](#)

Step 4: Provide the class code and activation code either emailed to you by APICS or provided by your instructor. Select Activate.

Activate a Class Registration

To activate a class registration, enter the class code and activation code provided to you by an APICS training partner or with the purchase of your participant workbook.

If you have any questions or problems activating your registration, please contact APICS Customer Service at cpimhelp@apics.org, or 1-800-444-2742 or +1-773-867-1777 from 8:00 a.m.–5:00 p.m. CT.

Class code:


Activation code:

»» Activate **»» Cancel**

Please log in to continue

Step 5: You may proceed to use the how to tools and resources available for your class for a year from your activation date or until you pass the CPIM exam, which ever comes first.

Prepared by:


Jose Feliciano, CPIM
VP for Education
January 2013