STEPS FOR REGISTERING FOR AN INSTRUCTOR LED AHA TRAINING (ACLS, PALS, BLS, FACT)

1. Click on “Search Guthrie Learn”

   ![Guthrie Learn Search](image1)

2. Click on “Continuing Medical Education”

   ![Guthrie Learn Catalog](image2)
3. Under Categories, click on which class you are looking for

4. Find the class that you want and click on the name
5. Scroll down to the enrollments and pick that class again

6. Click on “ENROLL”
7. You will then receive an email about your enrollment in the class which will include all the information needed regarding the course.

**NEEDED ITEMS**

➢ If any other paperwork is needed, you will be contacted by the Training Center Coordinator after your enrollment.

**CLASS CANCELLATION**

➢ If you need to cancel out of the class, you can do so on the Guthrie Learn web site.

**BOOKS**

➢ Check with your department to see if they keep books on hand to loan out to students. If not, see if you can borrow from another department or buy your own book at Murph’s Mart (Sayre Campus). AHA requires that all student come to class prepared and with the proper provider’s manual present. The providers manuals can be used as a resource during all written exams.