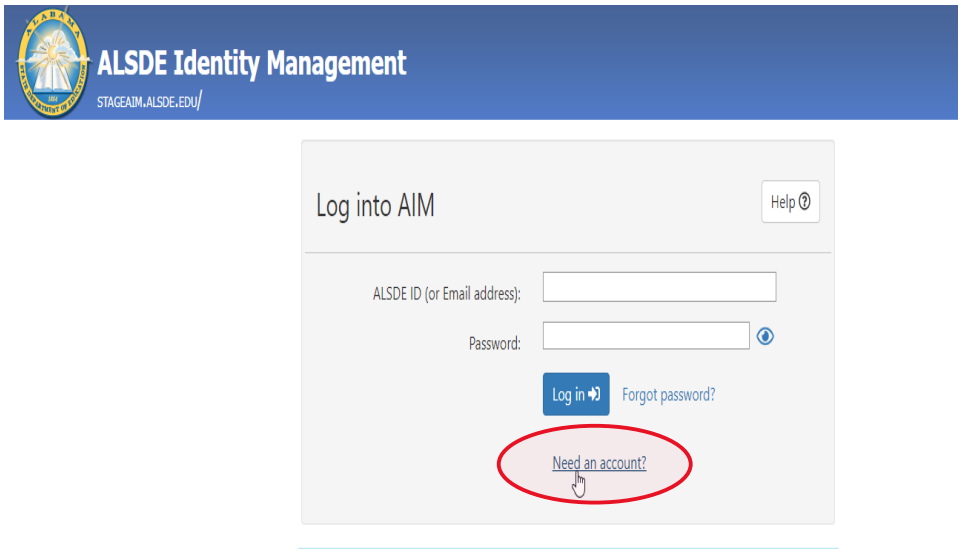
Alabama State Department of Education
Educator Certification Section

Creating an
AIM Account

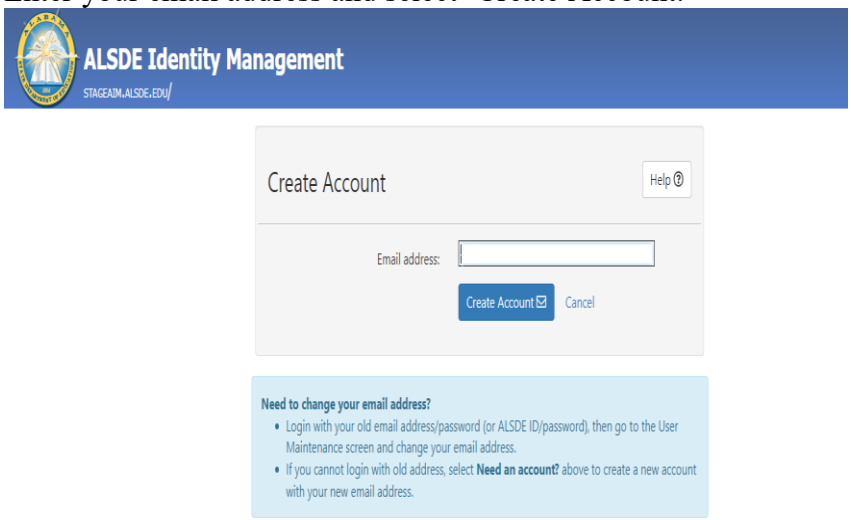
This document is intended to provide basic information and will be updated as needed.

Creating an AIM account

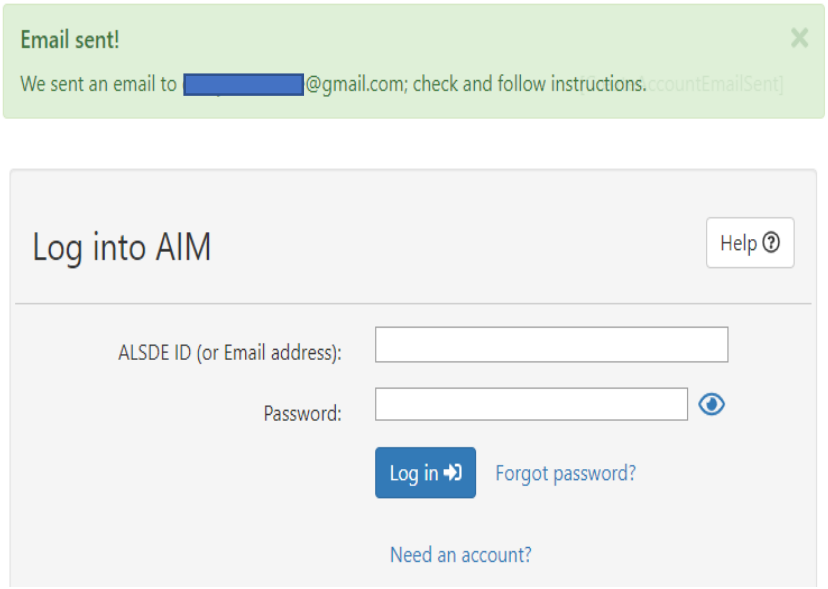
1. Visit https://aim.alsde.edu.
2. Select 'Need an account.'

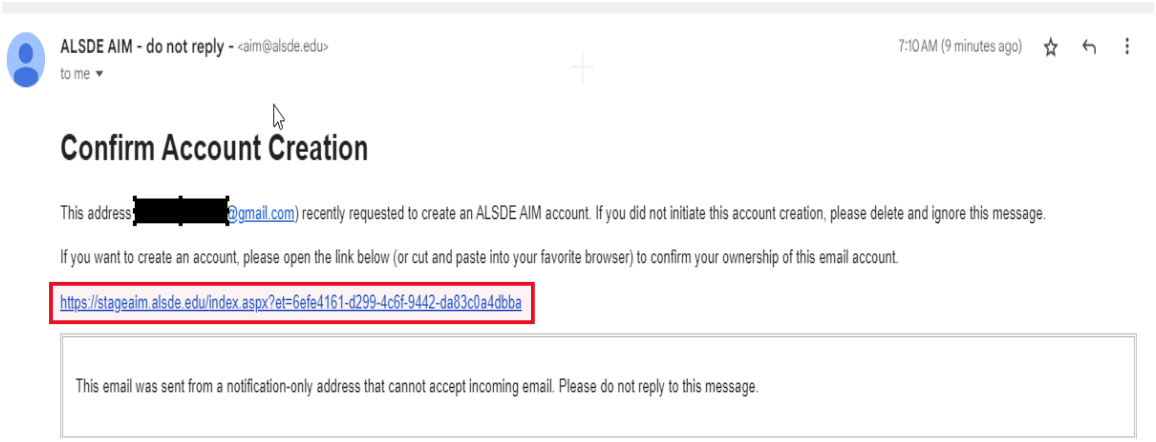


3. Enter your email address and select 'Create Account.'

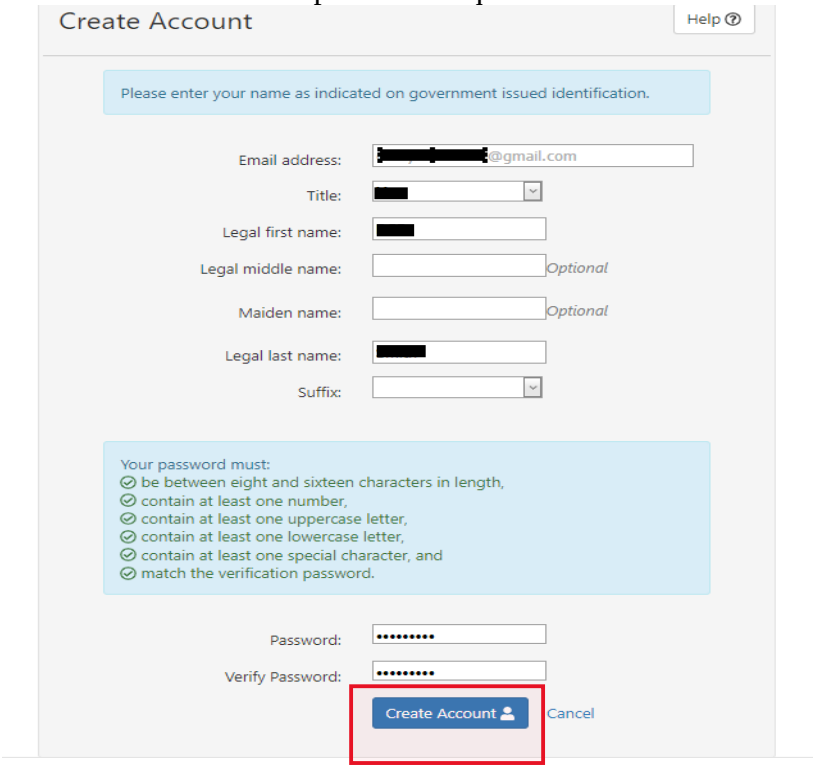


4. AIM will send an email to the address provided; go to your email and click the link.

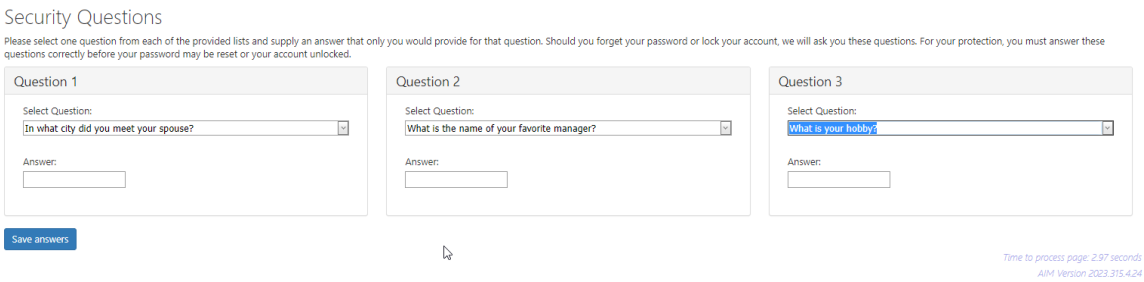




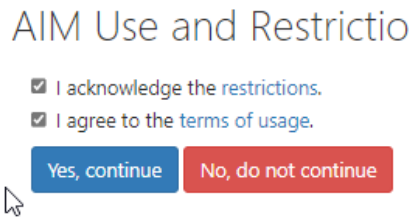
5. Provide required details in the Create Account page and select 'Create Account.'
   Note: Be sure to follow password requirements.



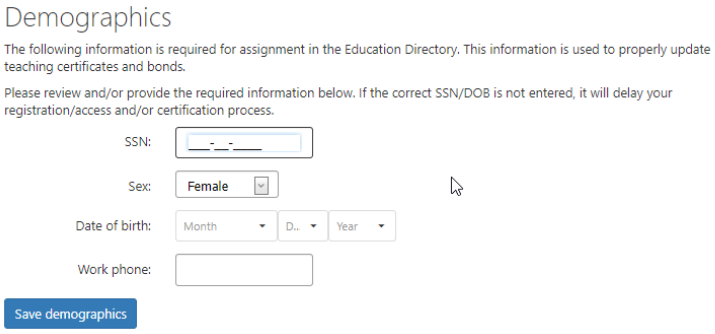
6. Select security questions and answers and select 'Save answers.'
   Note: Remember your answers. They will be needed if you ever need to recover your account.



7. Acknowledge restrictions, agree to the terms of usage, and select 'Yes, continue.'



8. Enter information on Demographics page and select 'Save demographics.'



9. When AIM registration is complete the applicant will be taken to their home page. Select 'Fieldprint Background Check' to start registration for a background check. **Note:** Be sure to make note of your ALSDE ID#. This will be needed to complete registration with Fieldprint.

