

ENROLLMENT GUIDE

Getting started with AI Academy

Eight steps from the enrollment link to your first lesson: how to apply a coupon code, create your account, and sign back in whenever you need to.

BEFORE YOU BEGIN

Three minutes, start to finish

AI Academy is hosted on Thinkific. You will create an account as part of checkout, so there is nothing to set up in advance. Here is what to have ready and what to expect.

What you'll need

- The enrollment link for AI Academy
- An email address you check regularly, since it becomes your login
- A coupon code, if you were given one
- A payment method, if you are paying directly

Two ways to enroll

- **With a coupon:** apply the code first, then complete checkout at the discounted total
- **Paying directly:** enter your details and card, then complete the purchase

Either way, the steps below are identical.

THE EIGHT STEPS

01 Open the enrollment link

02 Apply your coupon code

03 Add your details and complete the purchase

04 Check your email for the receipt

05 Set your password

06 Save the welcome email

07 Open the course from the thank-you page

08 Start learning

01

OPEN THE LINK

Go to the AI Academy enrollment page

The enrollment link opens the AI Academy product page. The left side shows what is included and what it costs. The right side is where you create your account.

Have a coupon code? Click **Have a coupon?** underneath the total before you enter anything else. It is easier to apply the code first and watch the price update.

No code? Skip ahead to Step 3 and fill in your account and billing details as normal.

AI Academy by Aptitude 8

Learn how to operationalize AI across your organization, from context and prompting to reusable skills, agentic... [see more](#)

One-time payment	\$99.00
Subtotal	\$99.00
Estimated tax ⓘ	Enter your billing info
Total	USD \$99.00

1 [Have a coupon?](#)

Need help placing your order? [Contact us](#)

Complete purchase to start learning

Sign in with    

or

Account info

Email *

Email

Billing info

First name *

First name

Last name *

Last name

Country *

United States of America X

Zip code *

12345

☐ This is a gift 📁

1 Click **Have a coupon?** below the order total

NEXT → **02** Enter the coupon code and click Apply

02

APPLY YOUR CODE

Enter the coupon code and click Apply

A coupon field appears in the order summary. Type your code exactly as it was given to you, then click **Apply**.

The discount is applied immediately. You will see it listed as its own line in the summary, with the total updating right below it.

If the total still reads **\$99.00**, the code has not applied. Check for a stray space at either end and try again.

The screenshot shows the 'AI Academy by Aptitude 8' order summary. It includes a description of the course, a 'One-time payment' of \$99.00, and a 'Subtotal' of \$99.00. Below this is a 'Coupon' section with a text input field (labeled 1) and an 'Apply' button (labeled 2). Under the coupon field, there is a line for 'Estimated tax' with an information icon and a link to 'Enter your billing info'. The 'Total' is listed as 'USD \$99.00'. At the bottom, there is a link to 'Need help placing your order? Contact us'.

- 1 Type your code 2 Click **Apply**

NEXT → **03** Add your details and complete the purchase

03

CREATE YOUR ACCOUNT

Add your details and complete the purchase

Fill in your email address, first name, and last name. This email becomes your login and it is where your receipt and welcome message are sent, so use one you check.

If you are paying directly, enter your billing and card details. If a coupon has brought your total to **\$0.00**, there is nothing to pay and no card is required. Click **Complete purchase** to finish.

When a coupon brings the total to **\$0.00**, no card fields appear at all. If you still see them, the code has not been applied.



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One-time payment	\$99.00
Coupon: Free Access (100% off)	-\$99.00
Total	USD \$0.00

Need help placing your order? [Contact us](#)

Complete purchase to start learning

Sign in with    

or

Account info

Email *

First name *

Last name *

Complete purchase

1 Click **Complete purchase**

NEXT → **04** Your receipt arrives by email

04

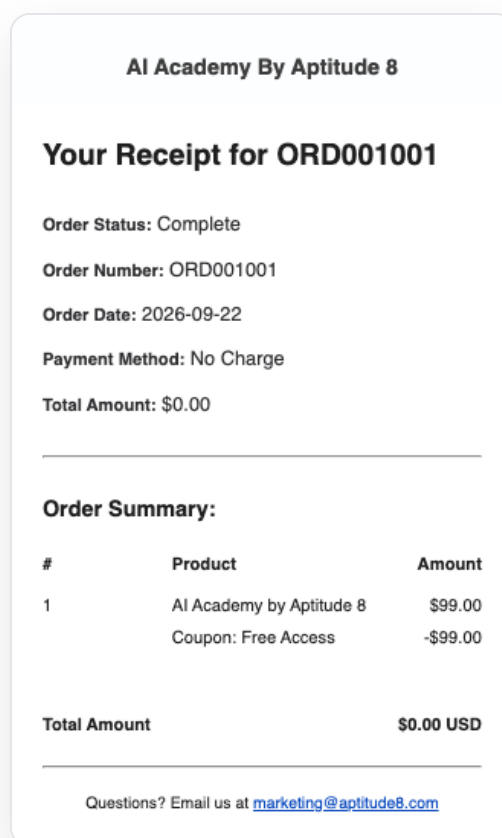
CONFIRMATION

Your receipt arrives by email

A receipt is emailed to you as soon as the order goes through. It lists your order number, the date, the payment method, and the total.

If a coupon covered the full amount, the payment method reads **No Charge** and the total shows **\$0.00**. Hold on to this email. It is your proof of enrollment.

Not in your inbox? Check spam and promotions, then search for **Aptitude 8** or your order number.



Keep this email. It is your proof of enrollment

NEXT → **05** Finish setting up your account

05

SET YOUR PASSWORD

Finish setting up your account

You will be prompted to complete your account setup. Choose a password of at least eight characters and click **Next**.

This password, paired with the email you signed up with, is how you get back into the course later.

Lost it later? Use **Forgot password** on the sign-in page with the email address you enrolled with.

Complete your account setup

New password*

Password must be at least 8 characters

Next

1

1 Choose a password, then click **Next**

NEXT → **06** Save the email with your sign-in details

06

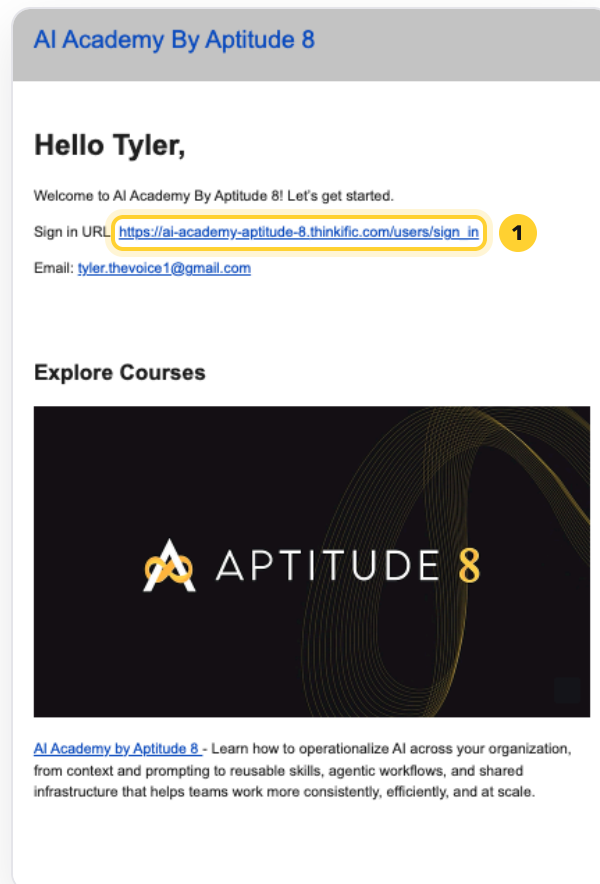
WELCOME EMAIL

Save the email with your sign-in details

A welcome email follows with everything you need to return to the course: your sign-in URL, the email address tied to your account, and a direct link to AI Academy.

Keep it somewhere easy to find, or bookmark the sign-in page now.

Sign in any time at **ai-academy-aptitude-8.thinkific.com/users/sign_in**



1 Your sign-in URL. Bookmark it

NEXT → **07** Head straight into the course

07

THANK YOU PAGE

Head straight into the course

After the purchase you land on a thank-you page. You can open your receipt here, and when you are ready, click **Start course**.

View your receipt now opens the same confirmation that was emailed to you. Handy if you need to forward it on for reimbursement.

If you close this tab before starting, the sign-in link in your welcome email brings you straight back.

Thank you, Tyler!

We just sent you a receipt by email.

[View your receipt now.](#)

AI Academy by Aptitude 8

Start course

1

1 Click **Start course**

NEXT → **08** Start learning

08

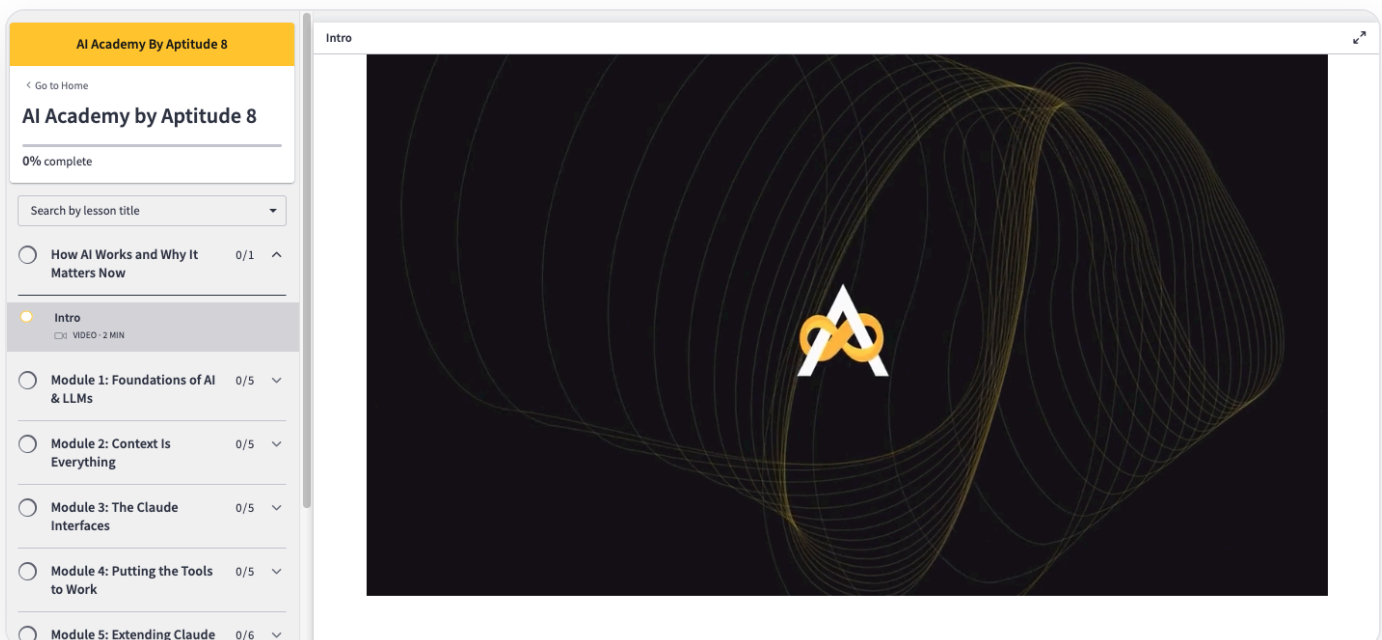
YOU'RE IN

Start learning

The course opens with the lesson player on the right and the full curriculum on the left: an intro video followed by six modules, from the foundations of AI and LLMs through context, the Claude interfaces, and extending Claude across your team.

Begin with the **Intro** and work through the modules at your own pace. The rail on the left marks each lesson complete as you go and tracks your overall progress at the top.

Work through the modules in order, or jump straight to the one you need.



→ Modules and lessons on the left, the lesson player on the right

NEXT → **That's it** You're enrolled. Work through the modules at your own pace

NEED A HAND? —

We'll get you in.

Didn't get the receipt or welcome email?

Check your spam and promotions folders and search for **Aptitude 8**. If it still hasn't arrived, email us and we'll resend it.

Can't sign back in?

Go to the sign-in URL from your welcome email and use **Forgot password** with the address you enrolled with.

Coupon code not applying?

Make sure there are no extra spaces before or after the code, and that it is entered exactly as it was sent to you. Codes are not case sensitive.

Everything else

Email **marketing@aptitude8.com** and someone from the team will help you out.

SIGN IN ANY TIME —

ai-academy-aptitude-8.thinkific.com/users/sign_in

See you in the course. →