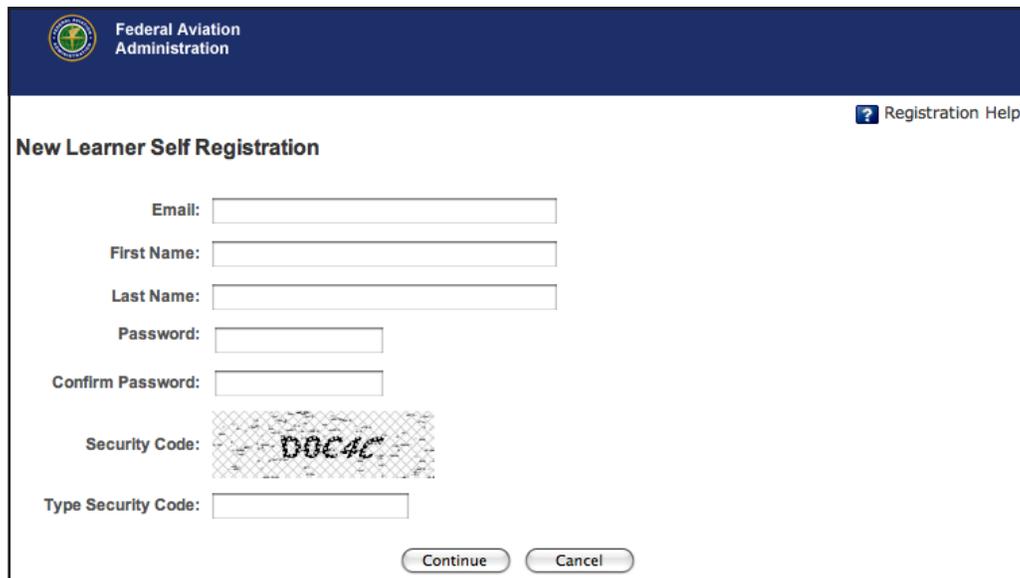


# CAPAME SELF REGISTRATION AND ENROLLMENT

## Part 1: One Time Self Registration

1. Visit <http://deliver.courseavenue.com/Registration/cami?gc=4BCFAD1C-4D10-4F6C-AA55-02FEFFE68243>
  - This URL will be available to Prospective AME's via the FAA website and is used for unregistered learners who wish to be added to the training system.
  - By registering via this URL learners are added to a "group" within the system which has the ability to enroll in the CAPAME course. (Note: registering does NOT enroll them in the course)
2. Enter the required information in the page that displays and click "Continue":



Federal Aviation Administration

Registration Help

### New Learner Self Registration

Email:

First Name:

Last Name:

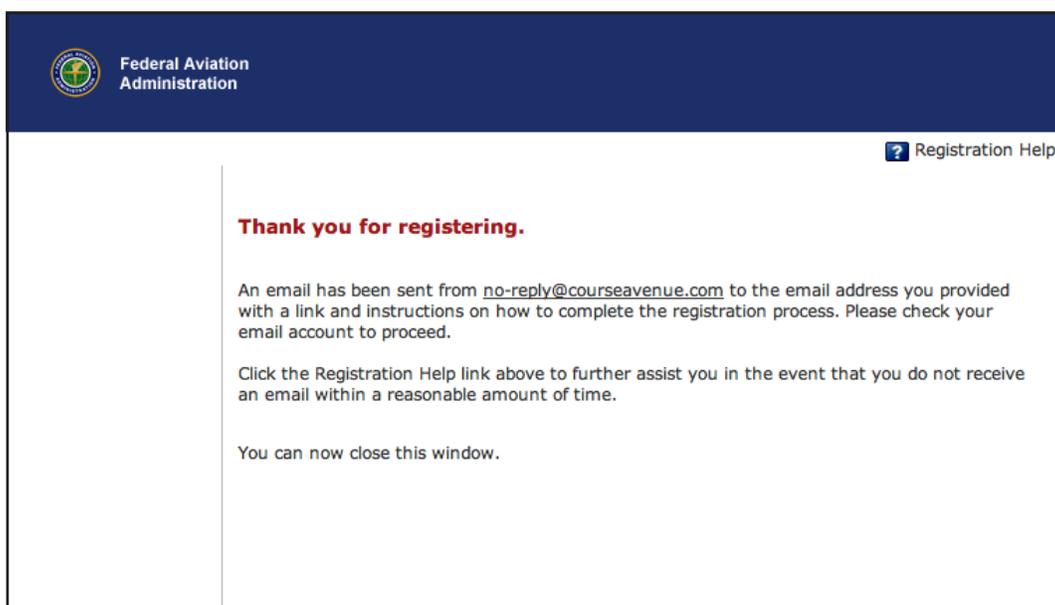
Password:

Confirm Password:

Security Code: 

Type Security Code:

3. The following screen will appear alerting you that an email has been sent to the email address you provided. (At this time you may close the browser window)



Federal Aviation Administration

Registration Help

**Thank you for registering.**

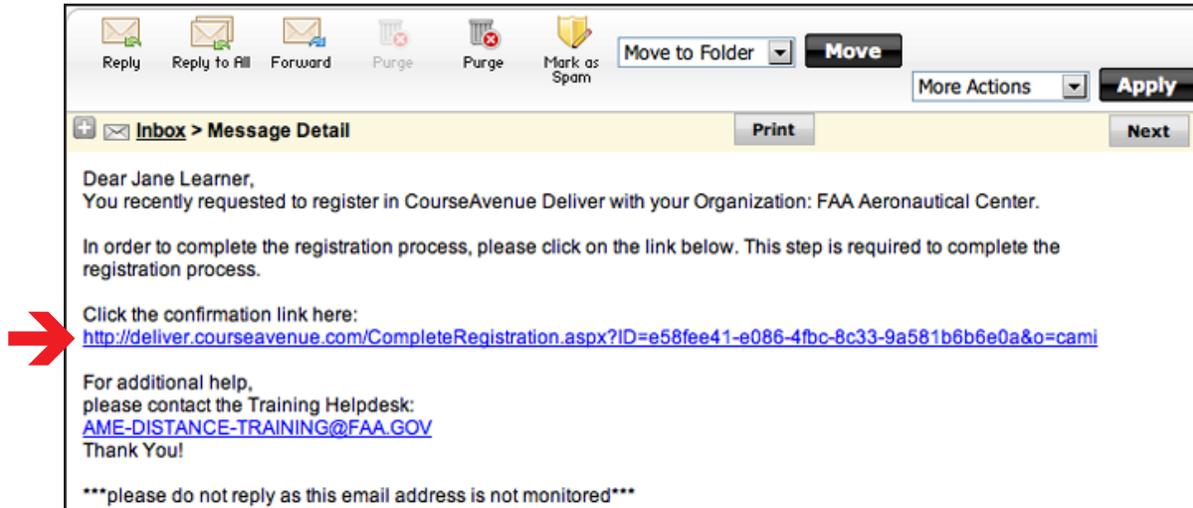
An email has been sent from [no-reply@courseavenue.com](mailto:no-reply@courseavenue.com) to the email address you provided with a link and instructions on how to complete the registration process. Please check your email account to proceed.

Click the Registration Help link above to further assist you in the event that you do not receive an email within a reasonable amount of time.

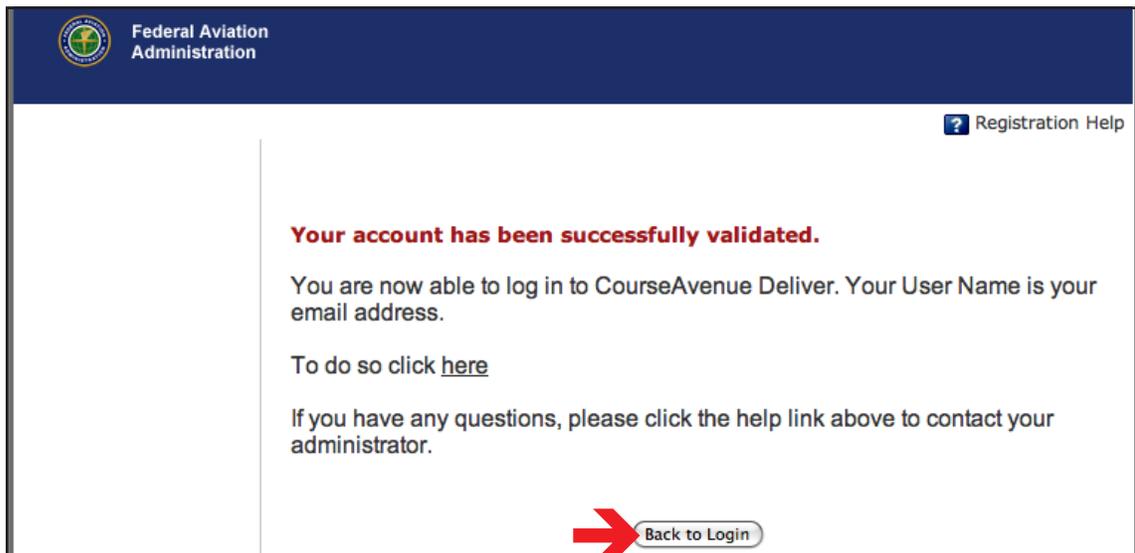
You can now close this window.

4. An email will be sent to your account from no-reply@courseavenue.com.

5. Click the link provided in the email.

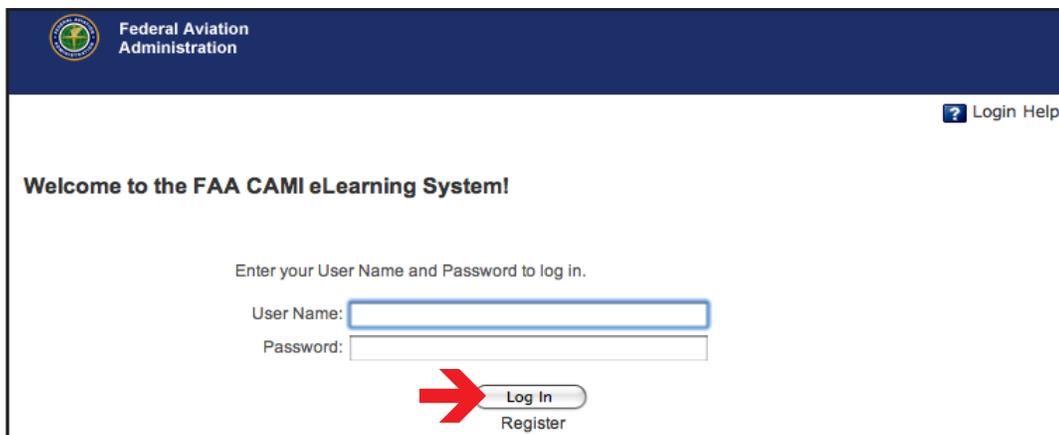


6. The following web page will open:



7. Click the "Back to Login" button.

8. On the resulting login page enter your email address as your user name and the password you entered in step 2 of this document and click the "Log In" button.



9. Your “Learner Profile” page will be displayed.

10. Enter the additional required information (AME #, Medical License, Security Question and answer), then click save.

Note: In place of AME# use the pseudo number you received from the program analyst at CAMI.

Federal Aviation Administration

Main Menu | Help [ Jane Learner ] | Logout

### Learner Profile

\* Your profile is incomplete. Please update the required fields.

Organization: FAA Aeronautical Center

Login ID: jane.learner@acompany.net

First Name: Jane

Middle Initial:

Last Name: Learner

Suffix:

Email: jane.learner@acompany.net

AME #: required

Medical License (MD, DO, or other): required

Security Question: Choose required Answer: required

If you are not changing your password, leave the following fields blank.

Password:

Confirm Password:

Save Continue

11. The screen will refresh, and if all required information has been entered, the “Continue” button will become active.

12. Click the “Continue” button

[ Update Successful ]

Save Continue

13. The Main Menu will be displayed:

• Note that, at this point, you are registered with the system, but not enrolled in any courses.

Federal Aviation Administration

Main Menu | Help [ Jane Learner ] | Logout

## Welcome to the FAA CAMI eLearning System!

! Start Here: [Popup Blocker Test!](#)

**Learner**

Course Enrollment List

Enrollment & Transcript

**Current Enrollments**

You are not currently enrolled in any courses.

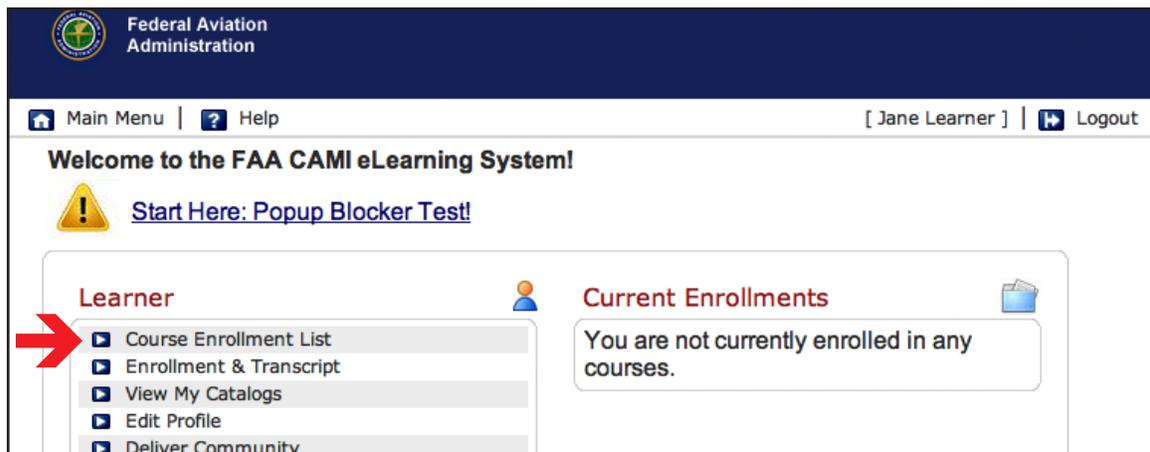
# MAMERC SELF REGISTRATION AND ENROLLMENT

## Part 2: Course Enrollment

Once you have completed Part 1 of this document (“Self Registration”); you have been added to the Learning Management System and are able to enroll in and take courses.

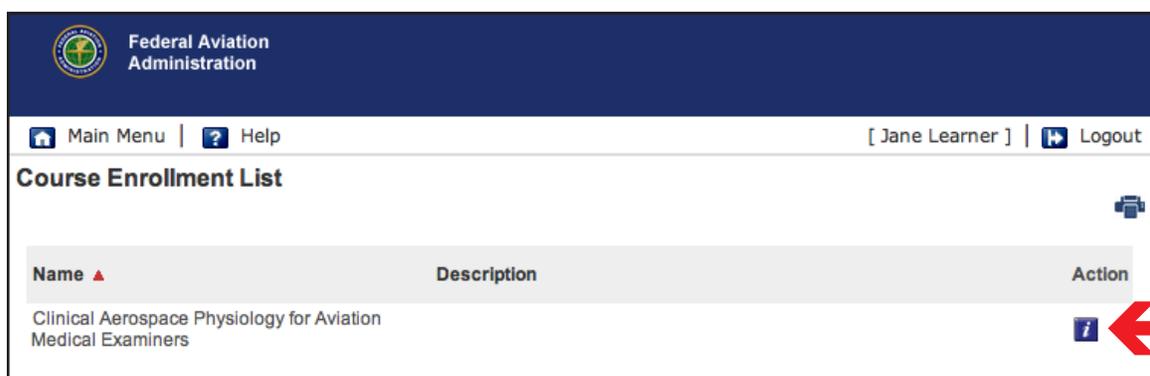
From this point on, any time you wish to log in to the training system you should navigate to: <http://deliver.courseavenue.com/Login.aspx?o=cami> and enter your email address as “User Name” and provide the password you created in step 2 of this document. This link will be available from the FAA website.

14. From the Main Menu click “Course Enrollment List” from the “Learner” section on the left.

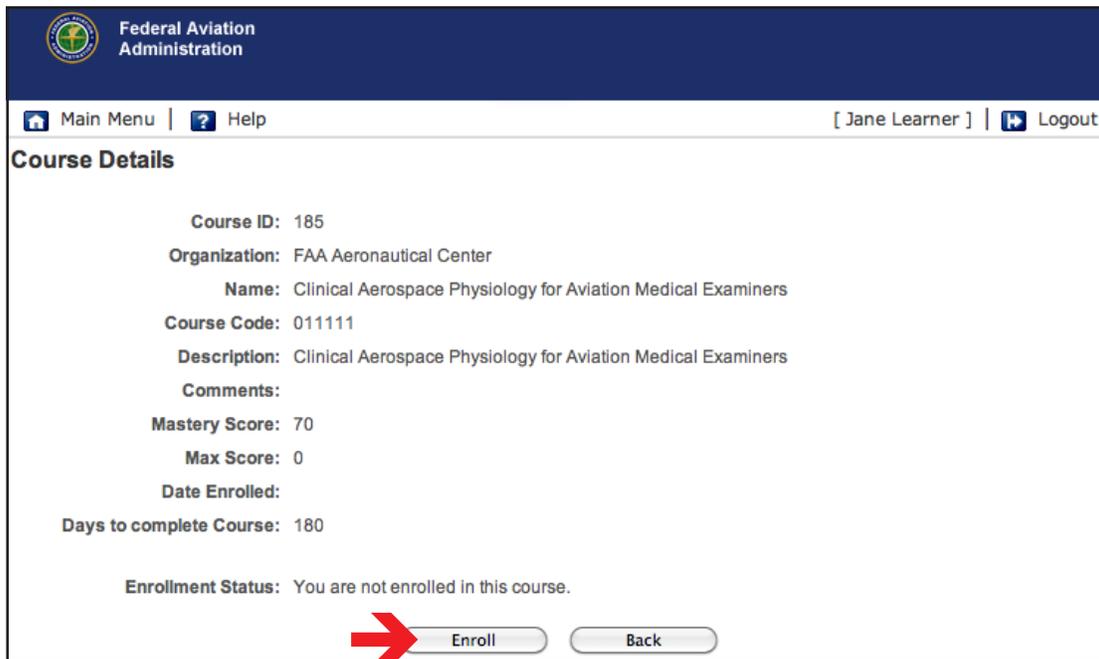


15. A list of courses you can enroll in is displayed.

16. Click the “Course Details” button (  ) in the “Action” column next to the name of the course you wish to enroll in (i.e. “Clinical Aerospace Physiology for Aviation Medical Examiners”).



17. Click the “Enroll” button on the “Course Detail” page that is displayed.

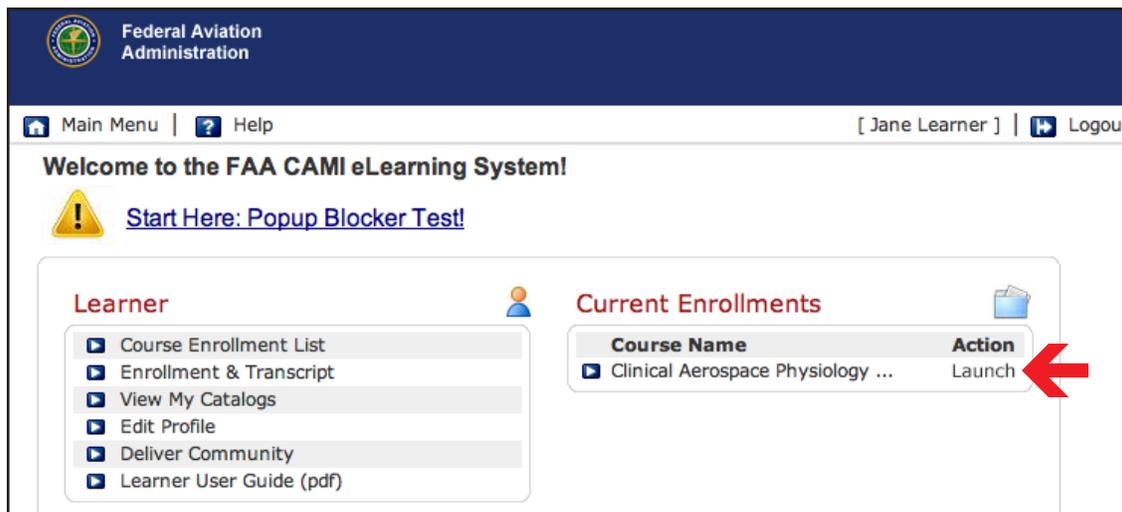


18. The page will refresh, and the “Enroll” button will be replaced with a “Launch” button. Clicking this button will begin the course.



You have now successfully registered, enrolled in and launched a course!  
If you need to exit a course, and return to it later; simply click the “Exit” button in the course itself.

The next time you log in to the learning system, the course will be available from the Main Menu under “Current Enrollments”. From the Main Menu, click the “Launch” button next to the name of the course.



For technical support contact [ame-distance-learning@faa.gov](mailto:ame-distance-learning@faa.gov) or call (405) 954-4831