



LEARNING
CENTER

Course Distribution



Step 1: Go to www.nfhslearn.com.

Step 2: **“Sign In”** to your account using the email address and password you provided at time of registering for an nfhslearn account.

Step 3: From your **“Dashboard,”** click **“My Courses”** and select the **“Distribution”** tab

Step 4: Select the course and invoice you wish to distribute a license from.

Step 5: Under **“Available”** enter the recipient’s name and email address.

Step 6: Click **“Send.”**

*You may resend or revoke a sent license under **“Pending.”**

For additional help, contact the NFHS Help Desk at (317)-565-2023 or help@nfhslearn.com.