Examplify Instructions
Clearing Registration and Re-Registration

This guide will help you clear your registration and re-register Examplify on the Windows or Mac device you plan to use to take your exams.

Clearing Registration and Re-registering

1. Double click on Examplify and log in.
2. Click the arrow next to **Home Menu**.
3. Select **Settings** from the drop down menu.
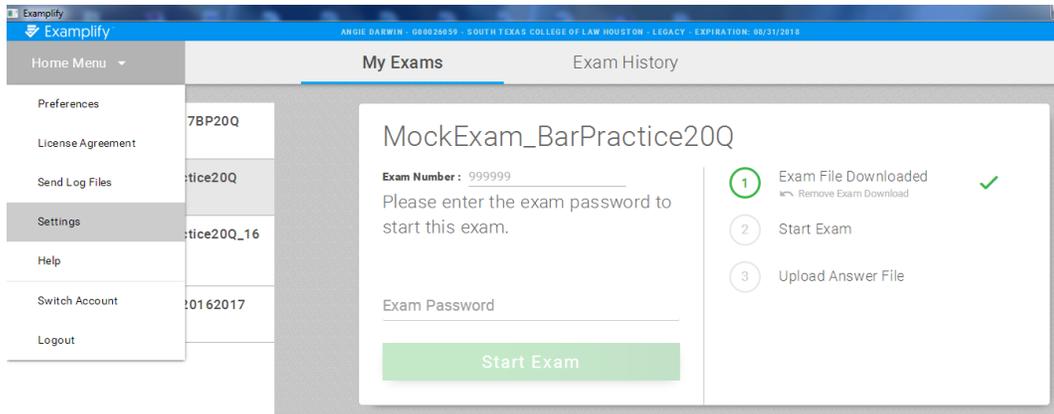
4. Click the green **Clear Registration** button.
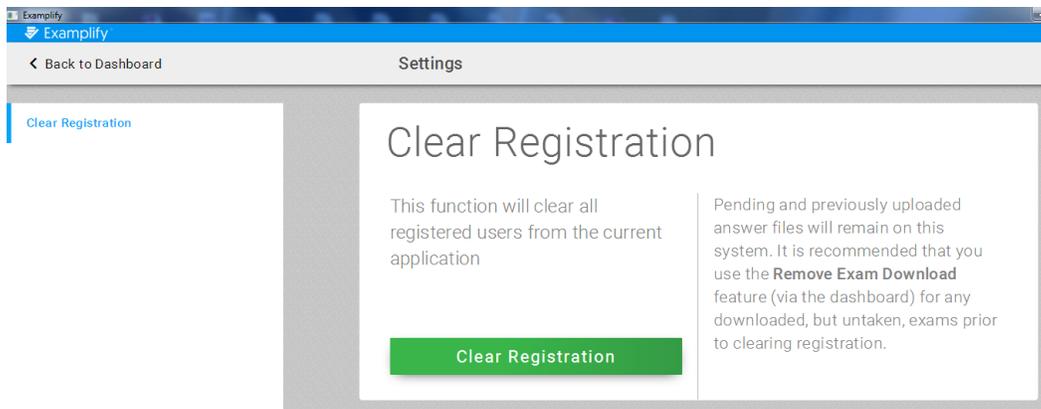
5. When the "**Are you sure**" box pops up, click **Clear Registration**.
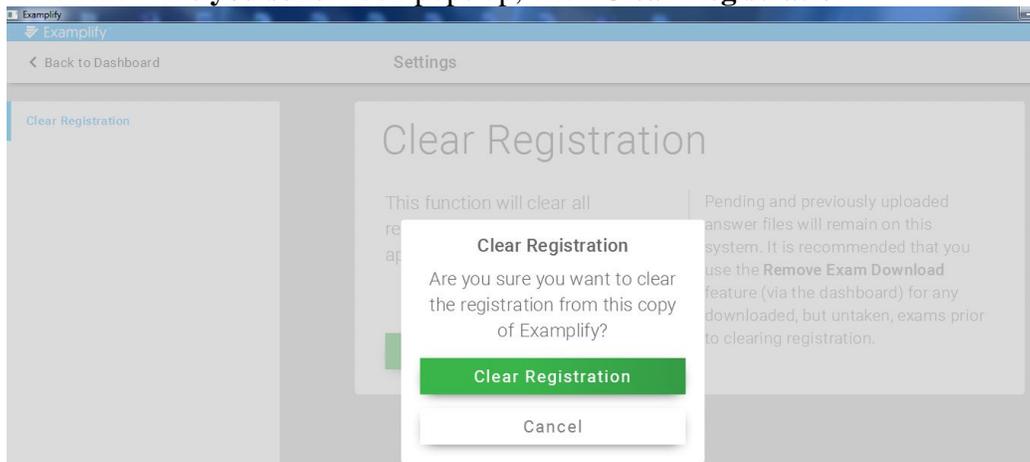
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6. When the "**Registration Cleared**" box pops up, click the **Ok** button.
7. Once Examplify closes, launch the application and log in again.
8. Once you log in to your account, enter your **Institution ID**: STCL
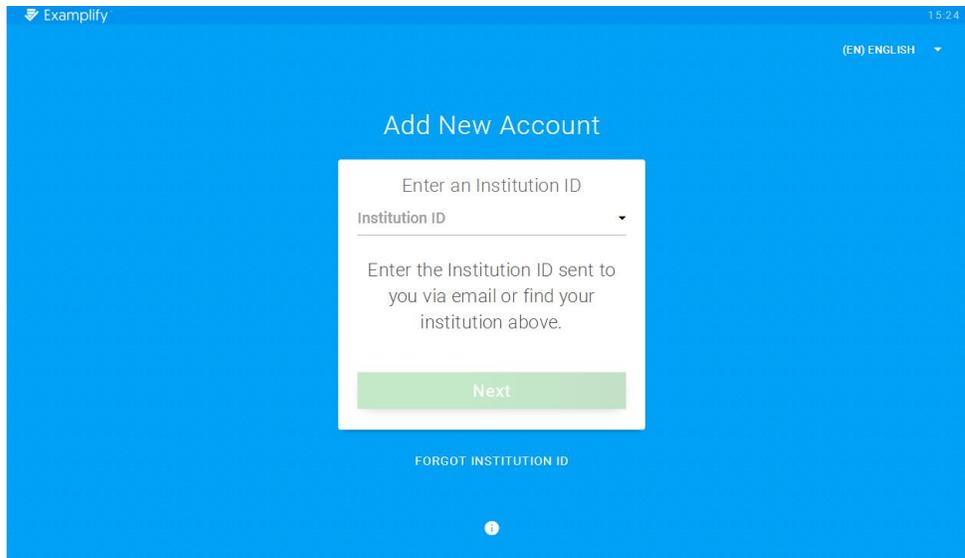
9. Enter your **User ID** and **Password**.

   • Your user ID is your Student ID (Gxxxxxxxx)
   • Your password is your birthdate in 6-digit format (mmddyy)
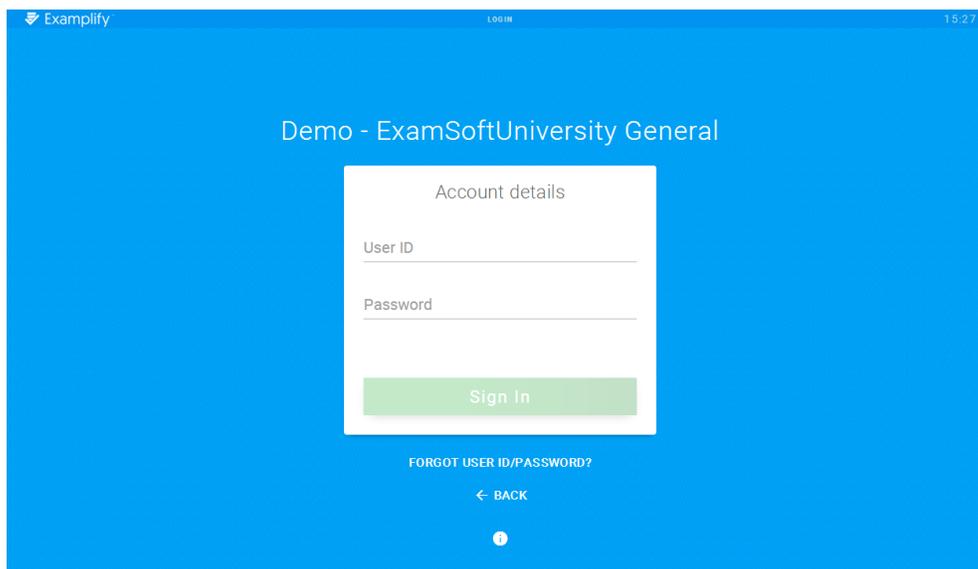
10. Click **Sign In** to complete registration.