Step 1 – Visit AIM.ALSDE.EDU and click "Need an account?"

ALSDE Identity Management
AIM.ALSDE.EDU/

Log into AIM   Help ⑦

ALSDE ID (or Email address): [   ]
Password: [   ] 👁

[Log in →]   Forgot password?

Need an account?

Need to change your email address?
- Login with your old email address/password (or ALSDE ID/password), then go to the User Maintenance screen and change your email address.
- If you cannot login with old address, select **Need an account?** above to create a new account with your new email address.

Step 2 – Enter Email Address and click "Create Account."   ****Use an email address that you will always have access to.****

ALSDE Identity Management
AIM.ALSDE.EDU/

Create Account   Help ⑦

Email address: [mikedoug54321@yahoo.com]
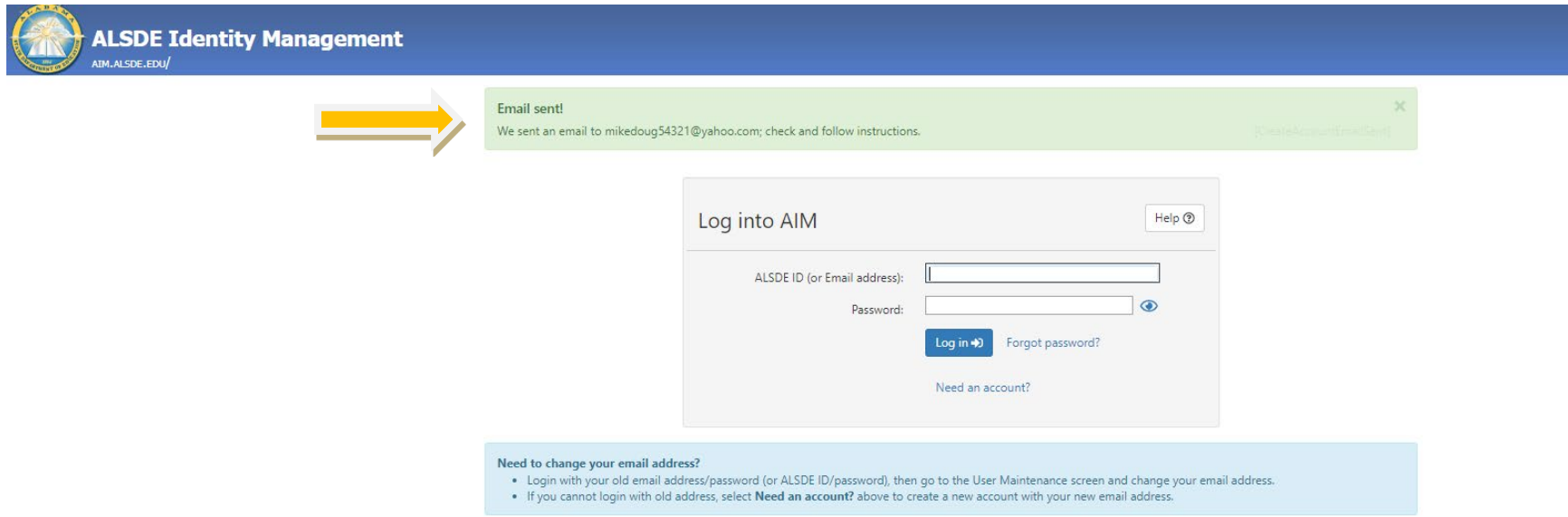[Create Account ✉]   Cancel

Need to change your email address?
- Login with your old email address/password (or ALSDE ID/password), then go to the User Maintenance screen and change your email address.
- If you cannot login with old address, select **Need an account?** above to create a new account with your new email address.

Step 3 – An email has been sent to the email address you entered. Go to your email to find the confirmation email.

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Email sent!
We sent an email to mikedoug54321@yahoo.com; check and follow instructions.

Log into AIM   Help ⑦
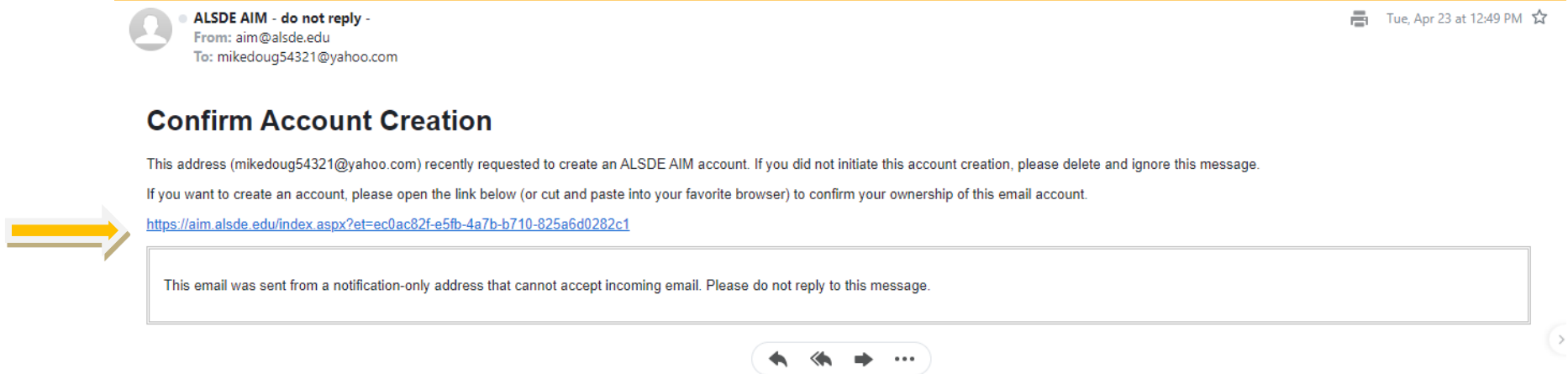
ALSDE ID (or Email address): [   ]
Password: [   ] 👁

[Log in ➡]   Forgot password?

Need an account?

Need to change your email address?
- Login with your old email address/password (or ALSDE ID/password), then go to the User Maintenance screen and change your email address.
- If you cannot login with old address, select **Need an account?** above to create a new account with your new email address.

Step 4 – Here is an example of the confirmation email. Click the link to continue creating the account.

ALSDE AIM - do not reply -   🖨 Tue, Apr 23 at 12:49 PM ☆
From: aim@alsde.edu
To: mikedoug54321@yahoo.com

Confirm Account Creation

This address (mikedoug54321@yahoo.com) recently requested to create an ALSDE AIM account. If you did not initiate this account creation, please delete and ignore this message.

If you want to create an account, please open the link below (or cut and paste into your favorite browser) to confirm your ownership of this email account.

https://aim.alsde.edu/index.aspx?et=ec0ac82f-e5fb-4a7b-b710-825a6d0282c1

This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

↩ ↩↩ ➡ •••

ALABAMA STATE DEPARTMENT OF EDUCATION   UPDATED 10/4/24

Step 5 – After clicking the link in your email, it will take you to the page below to continue creating an account. You will need to input all required information and click "Create Account."

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AIM.ALSDE.EDU/

Create Account   Help ⑦

Please enter your name as indicated on government issued identification.

Email address:	mikedoug54321@yahoo.com
Title:	
Legal first name:	
Legal middle name:	Optional
Maiden name:	Optional
Legal last name:	
Suffix:	

Your password must:
▸ be between eight and sixteen characters in length,
▸ contain at least one number,
▸ contain at least one uppercase letter,
▸ contain at least one lowercase letter,
▸ contain at least one special character, and
▸ match the verification password.

Password:	
Verify Password:	

Create Account 👤   Cancel

DO NOT FORGET TO WRITE DOWN YOUR PASSWORD & STORE IN A SAFE LOCATION.

Step 6- You have successfully completed in the initial step, please log in to AIM to continue creating your account.

Step 7- Complete the security questions and answers; click "Save answers."

DO NOT FORGET TO WRITE DOWN YOUR QUESTIONS & ANSWERS AND STORE IN A SAFE LOCATION. THEY WILL BE NEEDED IF YOU NEED TO RECOVER YOUR ACCOUNT.

Step 8- Read through restrictions and terms of usage. Acknowledge restrictions and agree to terms of use. Click "Yes, continue."

ALSDE Identity Management
AIM.ALSDE.EDU/

AIM Use and Restrictions

☐ I acknowledge the restrictions.
☐ I agree to the terms of usage.

[Yes, continue] [No, do not continue]

Step 9- Enter Core Demographics and click "Verify core demographics."

ALSDE Identity Management
AIM.ALSDE.EDU/

Core Demographics

The following information is required for assignment in the Education Directory. This information is used to properly update teaching certificates and bonds.

Please review and/or provide the required information below. If the correct SSN/DOB is not entered, it will delay your registration/access and/or certification process.

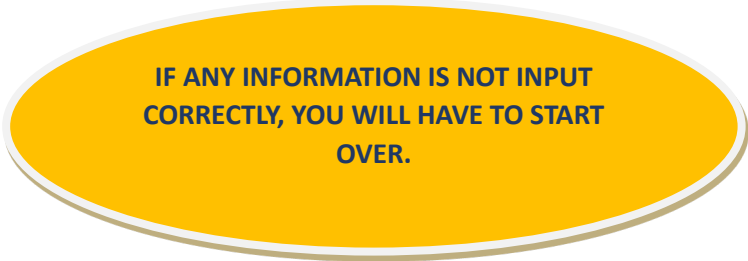Name: Mickey Mouse

Email: alsdecert@yahoo.com

SSN: ___-__-____

Sex: -- Select --

Date of birth: Month ▾   D... ▾   Year ▾

Work phone:

[Verify core demographics]

==Step 10- You will need to confirm each set of demographics you entered.==

Core Demographics: Confirm sex
Select your sex to ensure it matches what you previously entered.

Name:	Mickey Mouse
Email:	alsdecert@yahoo.com
Sex:	Select... ▼

[Confirm sex]

Core Demographics: Confirm date of birth
Enter your date of birth (DOB) to ensure it matches what you previously entered.

Name:	Mickey Mouse
Email:	alsdecert@yahoo.com
DOB:	Month ▼ D... ▼ Year ▼

[Confirm DOB]

Core Demographics: Confirm SSN
Enter your SSN to ensure it matches what you previously entered.

Name:	Mickey Mouse
Email:	alsdecert@yahoo.com
SSN:	___-__-____

[Confirm SSN]

Core Demographics: Confirm all demographics
Please confirm the following information is correct before continuing. If the SSN/DOB is not entered correctly, it will delay your registration/access and/or certification process.

Name:	Mickey Mouse
Email:	alsdecert@yahoo.com
SSN:	
Sex:	Male
Date of Birth:	
Work Phone:	334-000-8976

[No, something is incorrect] [Yes, all my information is accurate]

IF ANY INFORMATION IS NOT INPUT CORRECTLY, YOU WILL HAVE TO START OVER.

Services Portal
AIM.ALSDE.EDU/

My Services ▾   User Profile   Extended Demographics   Help ▾

ACE	Alabama Joint Purchasing (ALJP)	Alabama K-12 Job Postings	Child Nutrition Program (CNP)	Courses	Fieldprint Background Check
⚡New	⚡New	⚡New	⚡New	⚡New	⚡New
Educator Certification	E-Rate	Educator Certification	Child Nutrition Programs	Instructional Services	Educator Certification
? ⚙	? ⚙	? ⚙	? ⚙	? ⚙	? ⚙

Pupil Transportation Certification	Registered School Information
⚡New	⚡New
Pupil Transportation	Admin and Financial Support
? ⚙	? ⚙