

## Instructions for Completing Online MyStudentBody Alcohol Education Course:

It is an expectation that ALL first-year/incoming students complete this program.

### Create an Account:

1. Go to [www.mystudentbody.com](http://www.mystudentbody.com), click [Sign-In or Register Here](#) on right side of page, scroll down and click [Create an Account/Register Here](#), enter School Registration Code **WAVES**, other information as prompted, and create a password. **It is critical that you enter information accurately, as this will be the only way the University can give you credit for completing the course.**
2. Click [I Accept, Continue](#) to confirm you agree to abide by the Terms of Use.
3. Enter your Pepperdine Student ID number and complete demographic information. Submitting this information will open the Pepperdine University Student Home Page.

### Complete Alcohol Essentials Course:

*You are only required to complete the Alcohol Essentials Course. After the course, you must complete the Post-Test with a passing score of 70.*

1. On the left side of the page below MyStudentBody Courses, click on [Essentials – Start Now](#).
2. Watch Alcohol introduction video and click [Continue](#). If you are hearing impaired, you may click the button labeled [Download Transcript](#) for a transcript of the video.
3. Click on [Alcohol](#) Essentials Module – [GO](#).
4. Complete Alcohol Rate Myself then review Rate Myself Feedback. **DO NOT** click the Back button in your browser once you have started the course, or you will lose your progress.
5. Complete Alcohol Pre-Test.
6. Continue to Reading List. Click on each item and review content. You will return to this page after completing each topic. Students must review all required course material before moving on to the Post-Test. After reviewing all topics, click [Continue](#).
7. Complete Alcohol Post-Test. You must complete it with a passing score of 70. The Results page will show your score. If you pass the Post-Test, click [Continue](#) to return to the Home screen. If you do not pass the Post-Test, click [Continue](#) to return to the course material, review the course content, and re-take the Post-Test.
8. When you have successfully completed the Alcohol course, you should see “Passed on (date of completion).” This is your confirmation that you have completed the required course. **No other confirmation is needed. The University will be able to contact .**
9. The Drugs and Sexual Violence Essentials modules are not required.

The course should be completed by the deadline located on the New Student Checklist:

<https://seaver.pepperdine.edu/newstudents/checklist/>. For technical support and questions, you can click [Site Help](#) at the bottom of every screen on MyStudentBody. For other questions about the program, contact [student.counseling.center@pepperdine.edu](mailto:student.counseling.center@pepperdine.edu).

**Please note: The Alcohol Essentials Course should be completed by ALL incoming Pepperdine students. Failure to complete the course could result in judicial sanctions.**