## NEW USER ENROLLMENT

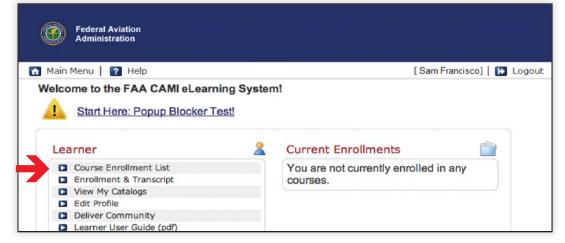
## **Course Enrollment**

We recommend printing these instructions or having them available during enrollment. Most issues can be resolved using these documents.

Once you have completed ("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 this link on the CourseAvenue website: http://deliver.courseavenue.com/Login/cami and enter your email address as "User Name" and provide the password you created in Part 1 of this document. We suggest that you bookmark this site for ease of use. It is also available from the FAA website.

1. From the Main Menu click "Course Enrollment List" from the "Learner" area on the left.



You will see a list of all courses in the Aerospace Medicine Education Group.

2. To select the appropriate course for your intended training, click the "Course Details" button (*i*) in the "Action" column next to the name of the course you wish to enroll in (e.g. "HIMS Basic Exam").

| Course Enrollment List   |  | ÷      |
|--|--|--------|
| Name 🔺   | Description  | Action |
| Advanced HIMS AME Recurrent Training                                       | This course fulfils 1 addiction-related CME (of the 4 required) toward<br>completion of the HIMS AME recurrent training requirement.   | i      |
| Clinical Aerospace Physiology for Aviation<br>Medical Examiners – (CAPAME) | The Clinical Aerospace Physiology for Aviation Medical Examiners (CAPAME)<br>course is a prerequisite for identified medical physicians in their process of<br>becoming designated as an FAA aviation medical examiner. A certificate of<br>completion is presented upon a passing score of 70%.   | 7      |
| Medical Certification Standards and Procedures<br>Training Course          | Medical Certification Standards and Procedures Training Course for AMEs<br>and staff   | i      |
| Multimedia Aviation Medical Examiner Refresher<br>Course 3                 | The Multimedia AME Refresher Course (MAMERC) is designed to serve as<br>an alternative to seminar attendance on alternate three year cycles. The<br>ACCME and AAFP accredited (5 credits) course contains a video example of<br>the examination of a healthy pilot, detailed information on all items in the on-<br>line system, and example cases where choices are made to determine<br>aeromedical dispositions. There is a 30 item, multiple choice final<br>examination. A certificate of completion is presented upon a passing score of<br>70%. | 2      |
| A list of all courses you are currently                                    | r enrolled in can be viewed on your Enrollment & Transcript page.<br>Back  |        |

3. Click the "Enroll" button on the "Course Details" page.

| Federal Aviation<br>Administration |  |  |
|------------------------------------|--|--|
| Main Menu   PHEIP                  | [ Sam Francisco]   💽 Logout  |  |
|                                    |  |  |
| Course ID:                         | 185  |  |
| Organization:                      | FAA Aeronautical Center  |  |
| Name:                              | Clinical Aerospace Physiology for Aviation Medical Examiners   |  |
| Course Code:                       | 011111   |  |
| Description:                       | The Clinical Aerospace Physiology for Aviation Medical Examiners (CAPAME)<br>course is a prerequisite for identified medical phycians in their process of<br>becoming designated as an FAA aviation medical examiner. A certificate of<br>completion is presented upon a passing score of 70%. |  |
| Comments:                          |  |  |
| Mastery Score:                     | 70   |  |
| Max Score:                         | 0  |  |
| Date Enrolled:                     |  |  |
| Days to complete Course:           | 180  |  |
| Enrollment Status:                 | You are not enrolled in this course.   |  |
|                                    | Enroll Back  |  |

4. The page will refresh, and the "Enroll" button will be replaced with a "Launch" button. Select this button to begin the course.



If you exit the course without completing it, the course will be available from the Main Menu under "Current Enrollments." To return to your course in progress, select "Launch" under "Current Enrollments."

