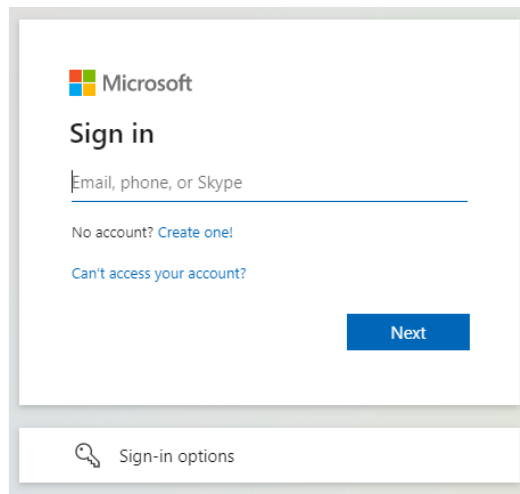




Multi-Factor Authentication Setup (Mobile Application)

Start by navigating to the Microsoft Multi-Factor Authentication website by going to the following URL: <https://aka.ms/mfasetup> on your PC.

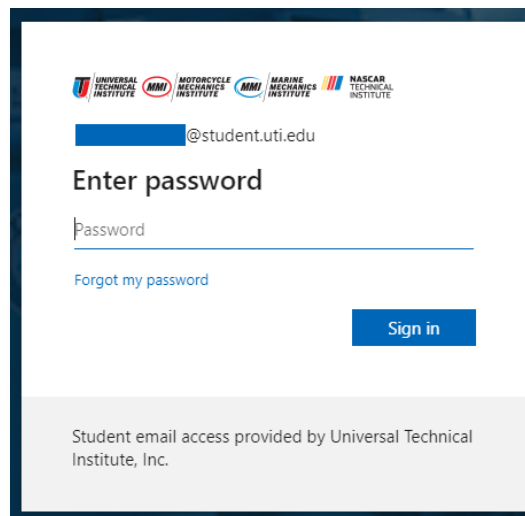
You will then see the following login screen:



The image shows a Microsoft sign-in screen. At the top left is the Microsoft logo. Below it is the text "Sign in". There is a text input field with the placeholder text "Email, phone, or Skype". Below the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom right is a blue button labeled "Next". At the bottom left is a magnifying glass icon followed by the text "Sign-in options".

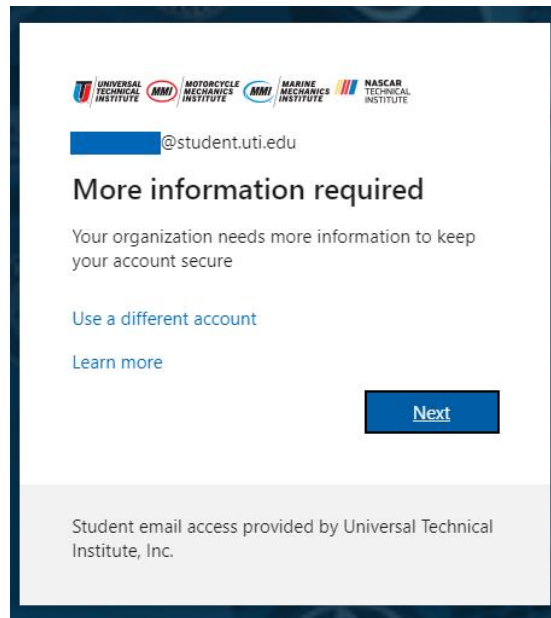
Please enter your UTI student e-mail address (ex. john.doe@student.uti.edu).

Next you will be asked to enter your password. Please enter the same password that was used to access your student e-mail.

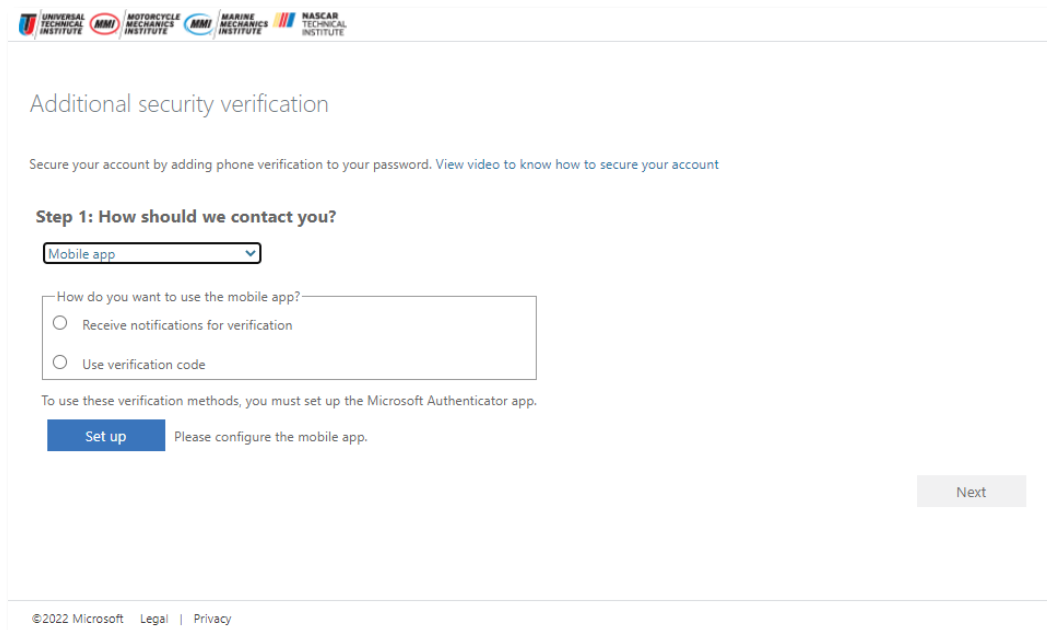


The image shows an "Enter password" screen. At the top is a row of logos for Universal Technical Institute, MIAT, Motorcycle Mechanics Institute, Marine Mechanics Institute, and NASCAR Technical Institute. Below the logos is a text input field with the placeholder text "@student.uti.edu". Below that is the text "Enter password". There is a text input field with the placeholder text "Password". Below the input field is a link: "Forgot my password". At the bottom right is a blue button labeled "Sign in". At the bottom of the screen is a footer that reads "Student email access provided by Universal Technical Institute, Inc."

You will then be asked if you would like to stay signed in. This is purely personal preference, and you can choose either yes or no. After you click either “Yes” or “No” you will be asked for more information. Click “Next” to continue.



After clicking “Next” you’ll be asked for the method of contact. We highly recommend using the mobile app as opposed to “Authentication phone” or “Office phone.”



If you select “Mobile app” there will be two options for you to choose from. If you choose “Receive notifications for verification” you will get a prompt on your phone asking for you to authorize signing into your account when needed.

If you choose “Use verification code” you will need to provide a six-digit code provided by the mobile app when asked.

The first option is generally more convenient, but again, this is personal preference.

Option 1: Selecting “Mobile App” & “Receive notifications for verification”

If you choose to use the mobile app and selected to receive notifications for verification, you’ll need to download the Microsoft Authenticator app from either the Apple App Store or the Google Play Store.

Go ahead and click the “Set up” button once you’ve downloaded the mobile application and follow the onscreen prompts to set up the application on your mobile device.

In the mobile app, add an account and choose “Work or school account” then scan in the QR code that is displayed on your computer screen.

Once you scan the QR code with your mobile device from the Authenticator app, you will see your account has been added to the app.

You can now click on “Next” to move forward from your web browser on your PC. After you click next Microsoft will reach out to your phone and make sure that the account has properly been added to the Authenticator app. A prompt should appear in the Authenticator asking for you to approve the sign-in. Tap on “Approve” and the Authenticator app will be all set.

You will now be asked to put in a phone number just in case you lose access to the mobile app.

UNIVERSAL TECHNICAL INSTITUTE | MOTORCYCLE MECHANICS INSTITUTE | MARINE MECHANICS INSTITUTE | NASCAR TECHNICAL INSTITUTE

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 3: In case you lose access to the mobile app

United States (+1)

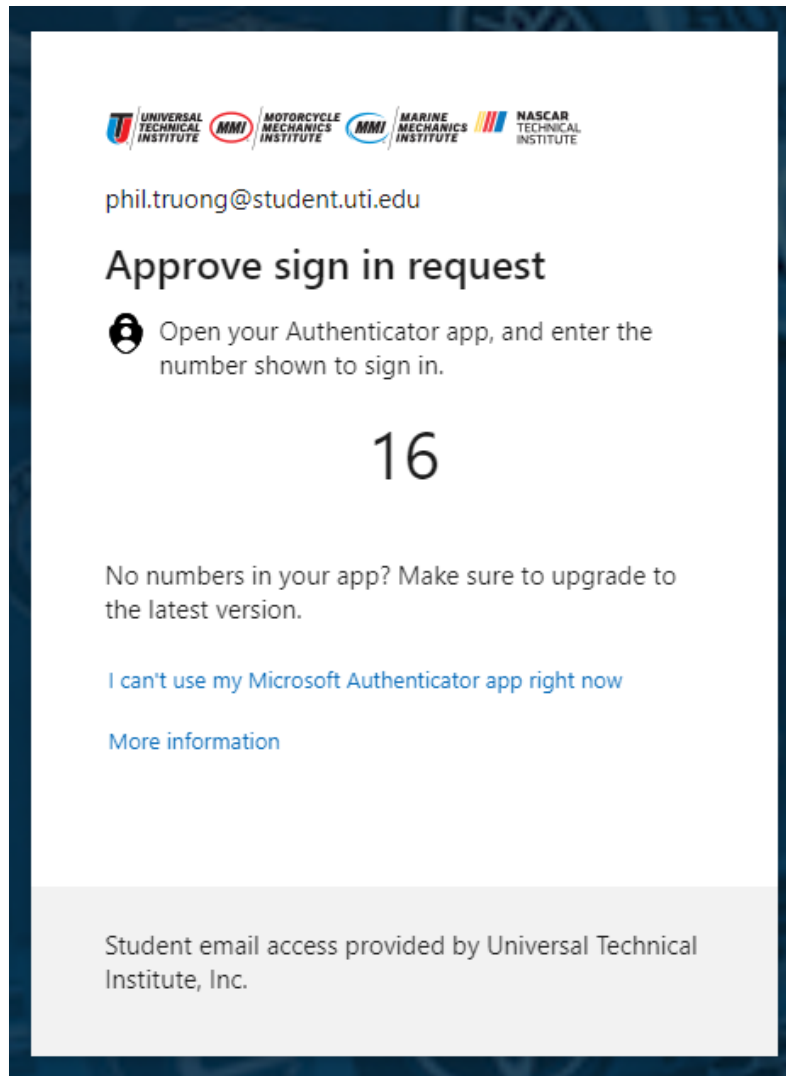
[Done](#)

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

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Please input a phone number that you can receive text messages at as a code will be sent via SMS to the phone number provided.

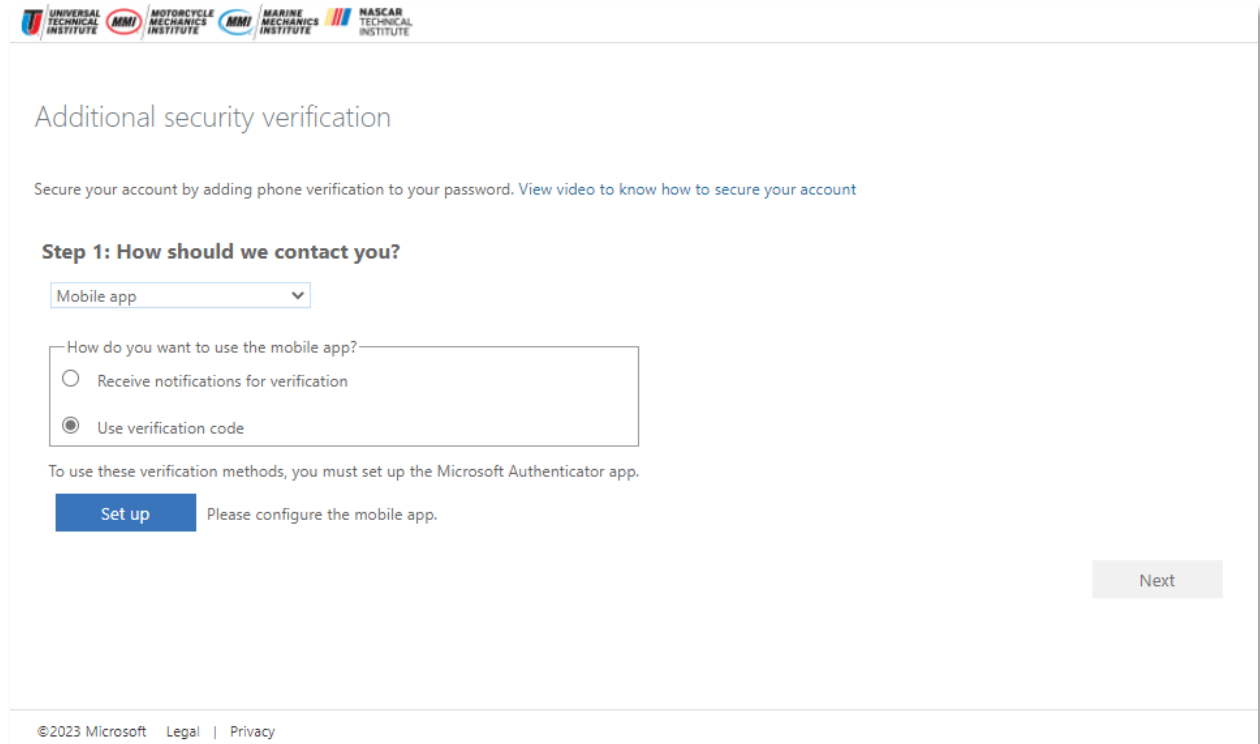
From now on when you sign into your student account you will be asked to approve the sign in request from your mobile device. This will be done by confirming the request on in the Authenticator app by inputting the number shown on your PC screen. You can see an example below.



Once you input the matching number into your mobile app, you'll have successfully signed into your account.

Option 2: Selecting “Mobile App” and “Use verification code”

If you decide to select “Use verification code” you will still need to download the Microsoft Authenticator app from the Google Play Store or the Apple App Store.



The screenshot shows the 'Additional security verification' page for a Microsoft account. At the top, there are logos for Universal Technical Institute, Motorcycle Mechanics Institute, Marine Mechanics Institute, and NASCAR Technical Institute. The main heading is 'Additional security verification'. Below it, a link says 'Secure your account by adding phone verification to your password. View video to know how to secure your account'. The section is titled 'Step 1: How should we contact you?'. There is a dropdown menu set to 'Mobile app'. Below that, a box asks 'How do you want to use the mobile app?' with two radio button options: 'Receive notifications for verification' and 'Use verification code', with the second option selected. A note states 'To use these verification methods, you must set up the Microsoft Authenticator app.' There is a blue 'Set up' button and a grey 'Next' button. At the bottom left, it says '©2023 Microsoft Legal | Privacy'.

Go ahead and click the “Set up” button once you’ve downloaded the mobile application and follow the onscreen prompts to set up the application on your mobile device.

In the mobile app, add an account and choose “Work or school account” then scan in the QR code that is displayed on your computer screen.

Once you scan the QR code with your mobile device from the Authenticator app, you will see your account has been added to the app.

You can now click on “Next” to move forward from your web browser on your PC. After clicking next, you will see the following screen.

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 2: Enter the verification code from the mobile app

Enter the verification code displayed on your app

Cancel

Verify

You will get the number requested from the mobile app by tapping on the account you just added on your mobile device, and you will see a six-digit number displayed under “One-time password code.” After inputting the six-digit code into the needed field, click “Verify.”

You will now be asked to put in a phone number just in case you lose access to the mobile app.

Additional security verification

Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)

Step 3: In case you lose access to the mobile app

United States (+1)

Done

Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.

Please input a phone number that you can be contacted at as a code can be sent via SMS to the phone number provided. After you provide the requested information, click "Done" and you'll be all set!