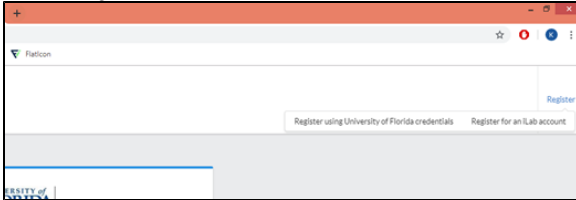


# External Registration

---

## Instructions:

1. **Navigate** to <https://ufl.corefacilities.org>
2. In the **top right corner** of the web page, click on the 'Register' link
3. **Select 'Register for an iLab account'**



4. **Fill out** the form that is provided with appropriate information

A screenshot of the registration form. The form has a progress bar at the top with four steps: 'Start', 'Personal Information', 'Group Associations', and 'Billing Information'. The 'Start' step is currently active. The main content area says 'You are requesting access to the University of Florida's service centers.' Below this, there is a text input field with the placeholder text '\* Please enter your Institution email address'. There is also a checkbox labeled 'I'm not a robot' with a CAPTCHA image. At the bottom, there is a checkbox labeled 'I agree with iLab's privacy and security policies'. There are 'Cancel' and 'Continue' buttons at the bottom right.

## Important Information:

1. It generally takes **up to 48 hours** for iLab to create External accounts, but upon creation you will **receive email** notification
2. When joining an **already existing PI's account**, be sure to have the **EXACT** lab name when filling out the form
3. If you are **creating a new lab**, please be sure to have the **correct abbreviation** for your institution ie. 'UF' for University of Florida or 'USDA' for United States Department of Agriculture



If at any time you encounter any issues, email the iLab support team at [ilab-support@agilent.com](mailto:ilab-support@agilent.com) with your problem.