

# Where is my access code (token)?

Last Modified on 28/05/2025 10:51 am CDT

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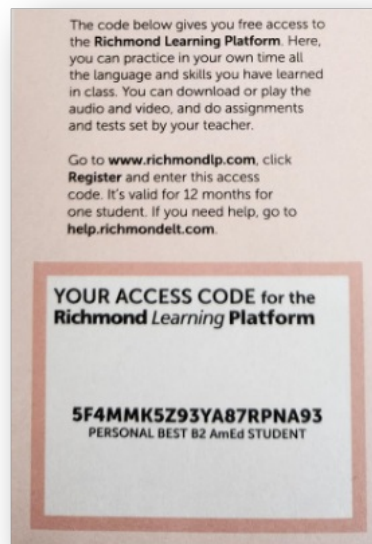
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## Self-registration students

If you want to add a new product, you need an Access code (token).

Access codes can be obtained in the following ways.

- When you purchase any Richmond book from your local distributor, the code may be printed or pasted inside.
- The institution to which you belong can provide you with the code.



If you can't find your access code, please ask your teacher for help.

To add the Products:

- Select the **My Products** option.
- Click on **Add Access Code**.
- Enter the corresponding **Token**.
- Click on **Add Product**.

The loaded products will be visible in the **My Classes** section under the **Class Materials** option.

## Primary Students

Watch the following video on the process of adding an access code.

Your browser does not support HTML5 video.

After adding the access code you must add the class code. In the following video you can see the process.

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## Secondary/Adults Students

Watch the following video on the process of adding an access code and class code.

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***Each access code is valid for 12 months from the first moment you redeem it.***



If you would like to learn more about the use of the platform, please visit our knowledge base at the following link: <https://rlp-ug.knowledgeowl.com/help/student>

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