



## Getting Started Guide of Amazon Web Services (AWS) Educate

- For further enquiries, please write to ITSC Service Desk (<http://servicedesk.itsc.cuhk.edu.hk/>)

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### Step One: Create an AWS account

1. If you already have an Amazon Web Services Account, you may skip the account creation process and move to Step Two: Apply for an AWS Educate Grant
2. Navigate your web browser to the Amazon [Sign In or Create an AWS Account](#) page
3. In the field labeled 'E-mail or mobile number:' we recommend **entering your CUHK email address** (such as @cuhk.edu.hk or @link.cuhk.edu.hk)
4. Select radio button labeled "I am a new user".
5. Follow the instructions to complete the registration. During the registration, you will be prompted to enter your credit card information. While this information is required to complete your registration, you will not be charged for any services. You may cover any expenses incurred through your use of Amazon Web Services with an AWS Educate grant available to you through your affiliation with the University. This will require you to submit a formal application. The application process is outlined in the second step of these instructions.
6. When prompted to select a support plan, select The Basic (Free) plan which is sufficient for the purposes of academic use.



7. Lastly is the Confirmation window. Note that account activation could take up to three hours. When you launch the Management Console, you are presented with a full list of Amazon Web Services.

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### Step Two: Apply for an AWS Educate Grant

1. With the AWS account ready, get your AWS Account ID (a 12-digit number) from [the Billing Management Console](#).
2. Go to [AWS Educate grant application form](#) and select either “Educators” (for faculty) or “Students” (for students) as appropriate.
3. On the application form enter the information required for 'Step 1: Fill out Application'. Where it reads Institution Name, enter The Chinese University of Hong Kong. Include your AWS Account ID, and use your CUHK email address. Click “Next.” You may leave the "Promo Code" field blank.
4. The 'Step 2: Verify Email Address window will be displayed. To complete this step you will need to enter a 'Verification Code' sent to the email address you provided. Then check the box to confirm you are not a robot, and click the button labeled "Next"
5. Read the carefully the AWS Educate Terms & Conditions. At the bottom of the page check the box labeled, "Accept the terms," and click the button labeled 'Submit.'
6. The AWS Educate Team will then review your AWS Educate grant application. You will receive an email once the review is complete. Note that it can take up to 3 days for your application to be reviewed and approved.

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### Step Three: Redeem your AWS Educate Grant

1. When your grant application review is completed and approved, you will receive notification via email. This email will include a 'Credit Code.' Be sure you save this email as you will need to credit code to redeem your grant.



2. Click [this link to return to your AWS Billing Management Console and add Credits to your AWS account](#).
3. Enter the promo code from your welcome email, complete the security check, and click “Redeem”. Once your code is validated, it will be added to the table at the bottom of the page.

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#### Step Four: Using AWS and managing your credit

You can get started by accessing the AWS Management Console, launching an Amazon EC2 Instance, or exploring popular software optimized for Amazon EC2 on AWS Marketplace. You will also receive an email from Amazon providing you with some Getting Started Resources, including Step-by-Step Instructions on How to Deploy Your Application, Quick Start Tutorials for Developers, Tool Downloads , and Billing Alerts.

The two best practices for managing your credits at AWS are:

1. Turn off all AWS instances when you are not using them
2. Set up CloudWatch alarm to monitor usage

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#### Which AWS services are eligible to be covered by the AWS credit code?

Promotional Credit may be used only for fees and charges incurred on or after the date you apply the applicable Promotional Credit code to your account and only for the specific Services designated by AWS (collectively, “Eligible Services”). You may not use Promotional Credit for any fees or charges for Reserved Instances, Amazon Mechanical Turk, AWS Support, AWS Marketplace, Amazon Route 53 domain name registration or transfer, any upfront fee for any Service, or for any other Services as may be designated by AWS from time to time (collectively, “Ineligible Services”). Promotional Credit will not be applied against any fees or charges for use of any Ineligible Services, and your AWS account will be



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billed for all fees and charges for use of any Ineligible Services. You are responsible for all those incurred fees, if any.

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