

Headspace Guide

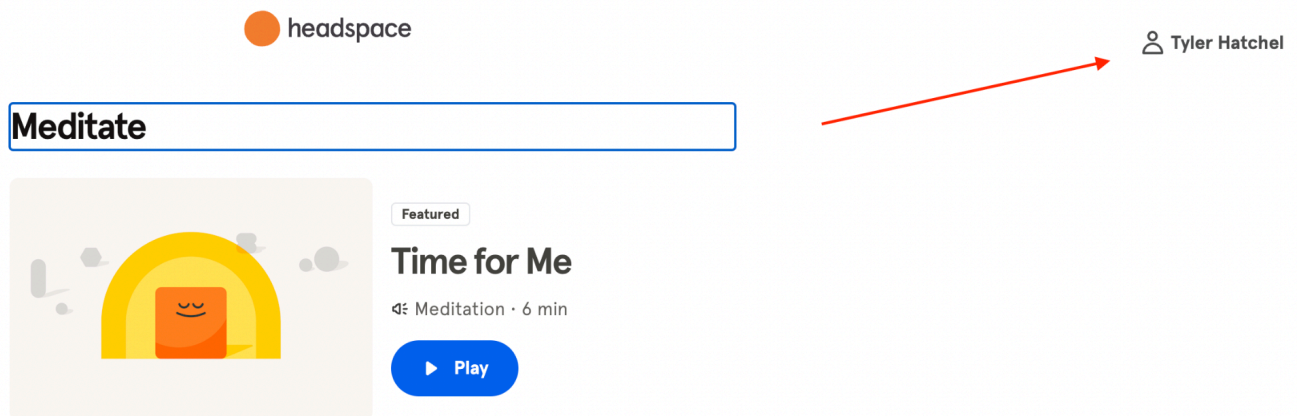
For students

Accessing your Headspace account

1. Follow this link to sign up - <https://work.headspace.com/ucsandiego/member-enroll>
2. Start with the web browser, NOT the mobile app
3. Use @ucsd NOT an address with another department (ie @health.ucsd)
4. If you have tried before but had difficulty with access, please start from the beginning with the link above

If you already have an account

5. Once you have an account, log-in and navigate to your settings by clicking your username:



6. Scroll down and click manage subscriptions:

Password

[Change](#)

Subscription details
Active

[Manage subscription](#)
Payment history, cancel membership

Link social and email accounts
User-Password-Headspace

[Manage](#)

7. Select manage family plan accounts

Headspace membership

Current Subscription **Active**

Headspace for work subscription

[Manage Family Plan accounts](#)

[Payment history](#)



Subscription via
Other

Start date
Mar 08, 2024

End date
Mar 17, 2025

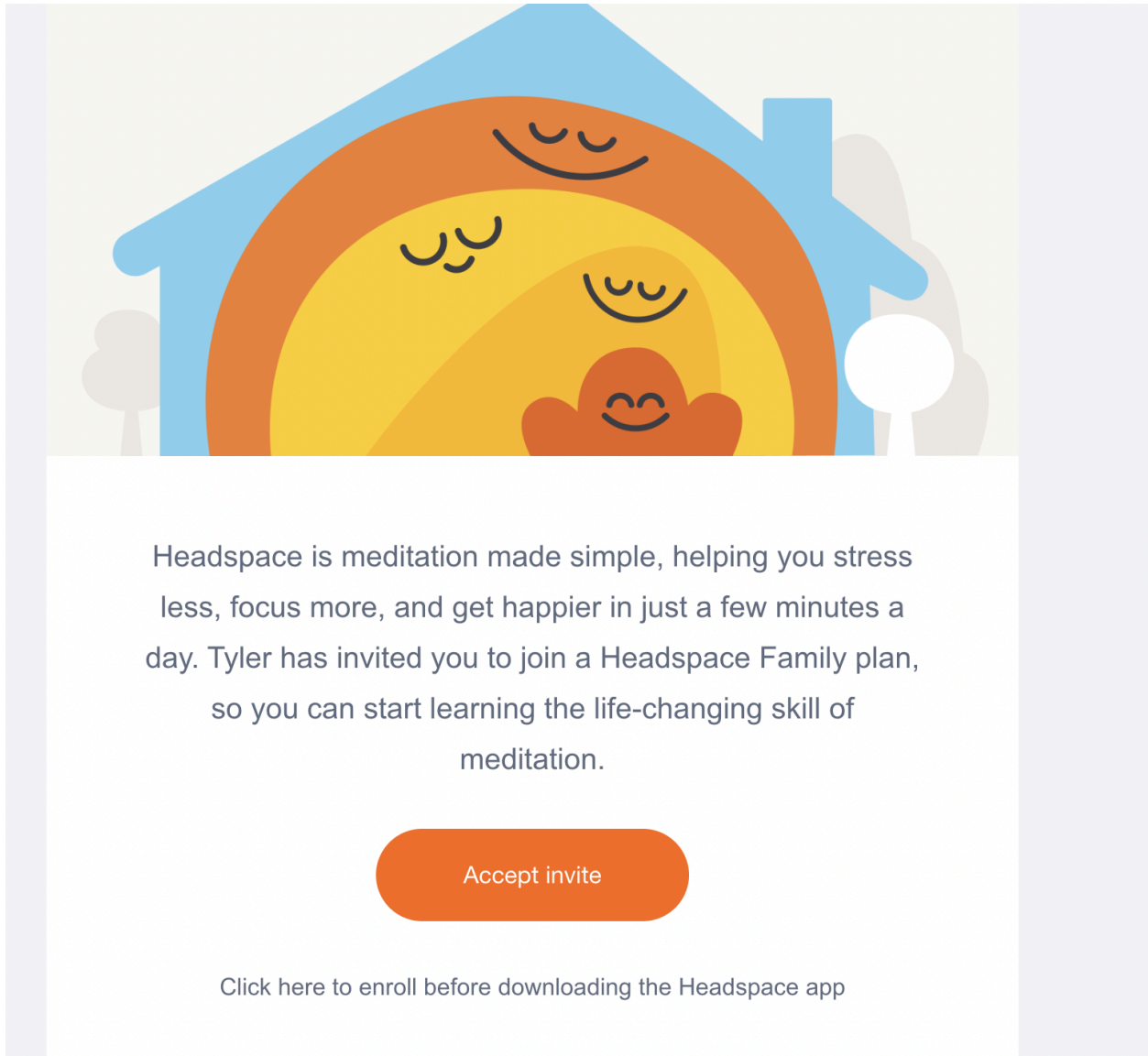
Renewal amount
Applicable VAT, sales or other applicable taxes may apply.

Payment method
None
[Add payment method](#)

8. Add the emails of up to 5 friends and/or family members of those you want to invite, and click 'save"

The screenshot shows a 'Manage accounts' dialog box. At the top, it says 'Manage accounts' in bold. Below that, it says 'Invite up to 5 family members to join your Headspace Family plan.' and a link for 'Frequently Asked Questions'. There are four empty text input fields, each labeled 'Email address'. Below these fields, the email 'testfamily@proton.me' is entered, with a small 'x' icon to its right. At the bottom, there are two buttons: a large orange 'SAVE' button and a smaller 'CANCEL' button.

9. Invitation sent:



10. They will need to create a new account, if they don't already have one, to accept the invitation:

Log in

New to Headspace? [Sign up for free](#)

Email address*

testfamily@proton.me



Password (8+ characters)*

.....



[Forgot password?](#)

I agree to Headspace's [Terms & Conditions](#) and acknowledge the [Privacy Policy](#)

11. Now you can use Headspace via the web or mobile app

FAQ:

<https://help.headspace.com/hc/en-us/articles/1260802673809-My-family-member-never-accepted-their-invite-what-do-I-do-next>

For additional support and troubleshooting - reach out to:

- Tyler Hatchel at thatchel@health.ucsd.edu
- teamsupport@headspace.com