

How to manually add a student to a course bundle



Just like with individual courses, you can manually grant a student access to a course bundle on systeme.io. This is useful for complimentary access, special offers, or when you want to give a student several courses at once without going through a sales funnel.

Here is the complete step-by-step guide.

1. Go to the Students list

Log in to your systeme.io account.

Navigate to **Assets** → **Courses**.

Click on the **Students** tab. You will see the full list of all students currently enrolled in any of your courses.

2. Open the student profile

Find the student you want to add to the bundle (you can use the search bar if needed).

Click on their **email address**. This opens the complete student profile page.

3. Grant access to a course bundle

On the student profile page, scroll down until you find the section called **Grant access to a course bundle**.

In this section:

- Select the course bundle you want to give access to
- Choose the access type (Full access or Drip content)
- Click the **Add** button

The student is immediately enrolled in the selected course bundle and receives the automatic access email with login credentials.

Important notes

- The student must already exist in your Students list. If the person is new, you can first add them as a student to any course (or create them via manual enrollment), then grant them the bundle.
- You can give Full access (everything unlocked immediately) or Drip content (progressive release according to the delays set in the bundle).
- Once added, the student gets access to all courses included in that bundle according to the chosen access type.

This method is the counterpart of manual enrollment for single courses. For more information about creating bundles, see [How to create a course bundle](#), and for selling them, see [How to sell a course bundle](#).

You can also give free access to a course bundle automatically via an opt-in form using the same automation principles as for regular courses.

Conclusion

Manually adding a student to a course bundle on systeme.io is quick and straightforward. From the student profile, you simply select the bundle, choose the access type, and click Add.

This feature is perfect for giving high-value packages as bonuses, for VIP clients, or for any situation where you want to grant multi-course access without a purchase.

Use it whenever you need full control over who gets access to your course bundles on systeme.io.

Related articles

- [How to create a course bundle](#)
 - [How to sell a course bundle](#)
 - [How to manually add students to a course](#)
 - [How to grant free access to a course](#)
 - [What are the different methods for giving access to a course?](#)
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