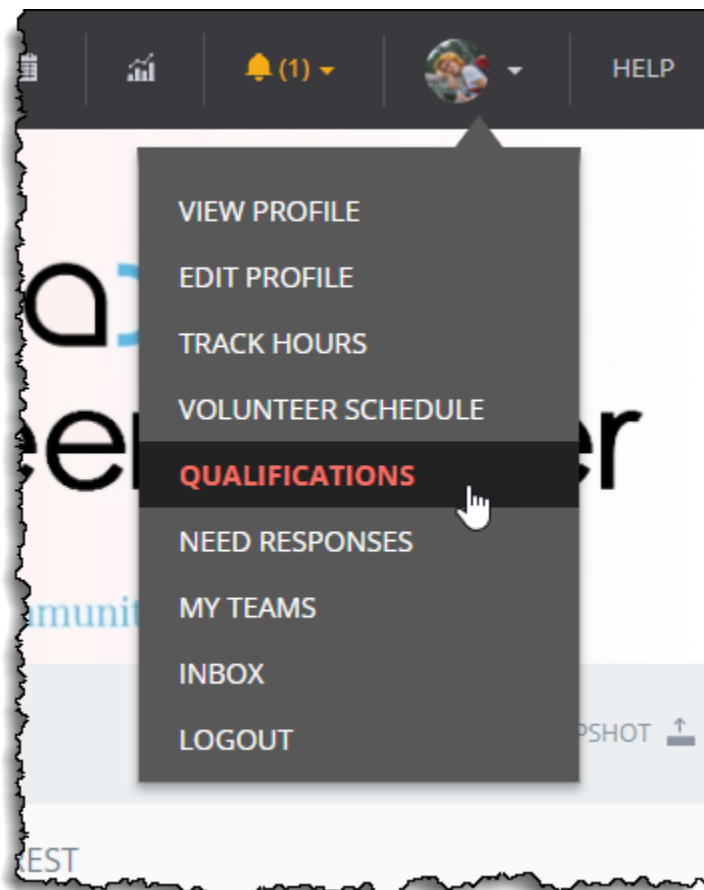


# Submitting Qualifications

Your Connect site may ask qualification questions as part of the registration process. If you didn't provide qualification information then, you can always go to your **My Qualifications** page of your user profile and submit the information there.

To submit qualifications from your user profile:

1. From your profile dropdown, select **Qualifications** to access your **My Qualifications** page.



2. Click **Edit Qualifications**.

- You will see a list of incomplete qualifications. You will be able to complete them within this page. You may be asked to watch a short video, select from a group of answers, or sign a waiver.

The screenshot shows a web application interface. At the top, there is a navigation bar with links: RETURN TO OUR WEBSITE, VOLUNTEER, ADD HOURS, CALENDAR, a notification bell with (1), a user profile icon with 'JD', and HELP. On the left, there is a sidebar menu with options: DASHBOARD, OPPORTUNITIES, EVENTS, PROGRAMS, and COLLAPSE MENU. The main content area is titled 'My Qualifications' and includes sub-links: VIEW PROFILE, EDIT PROFILE, TRACK HOURS, VOLUNTEER SCHEDULE, MY FILES, OPPORTUNITY RESPONSES, MY TEAMS, QUALIFICATIONS (highlighted), and INBOX. Below this, the section 'Incomplete Qualifications' contains three questions, each with radio button options:

- Question 1: "Have you submitted a signed Volunteer PrivacyClick to sign: Volunteer Privacy Agreement Waiver?"
- Question 2: "Have you submitted a signed Volunteer Code Click to sign: Volunteer Code of Conduct of Conduct Waiver?"
- Question 3: "What are Jessica's first two tips for engaging with students?" with options: "Avoid talking to the students", "Use their correct pronouns and get them excited about Mines", and "Get students excited about schools other than Mines". A link for "Student Engagement Video" is provided.
- Question 4: "What is the fourth step one should take when" with option: "Call the police against the impacted individual's wishes".

- Click **Submit Qualifications**.