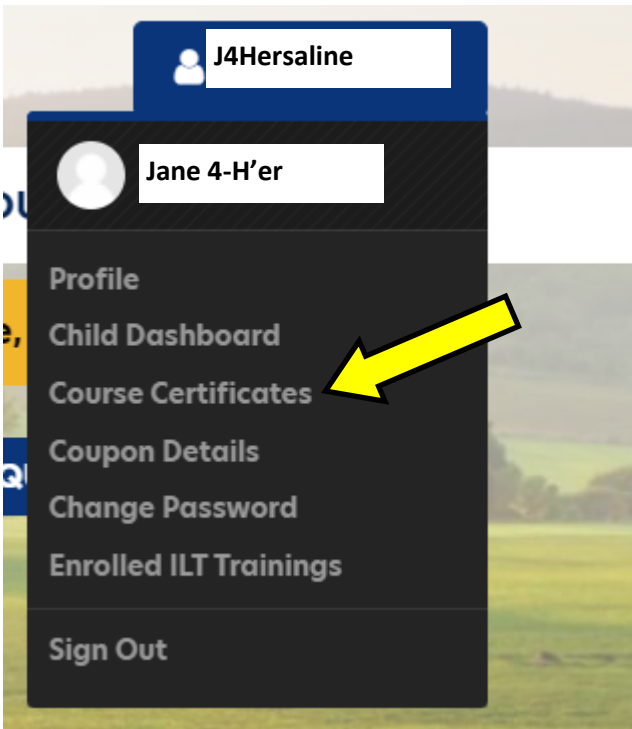


How to download your YQCA certificate:

These instructions are the same for both web-based & instructor-led trainings.



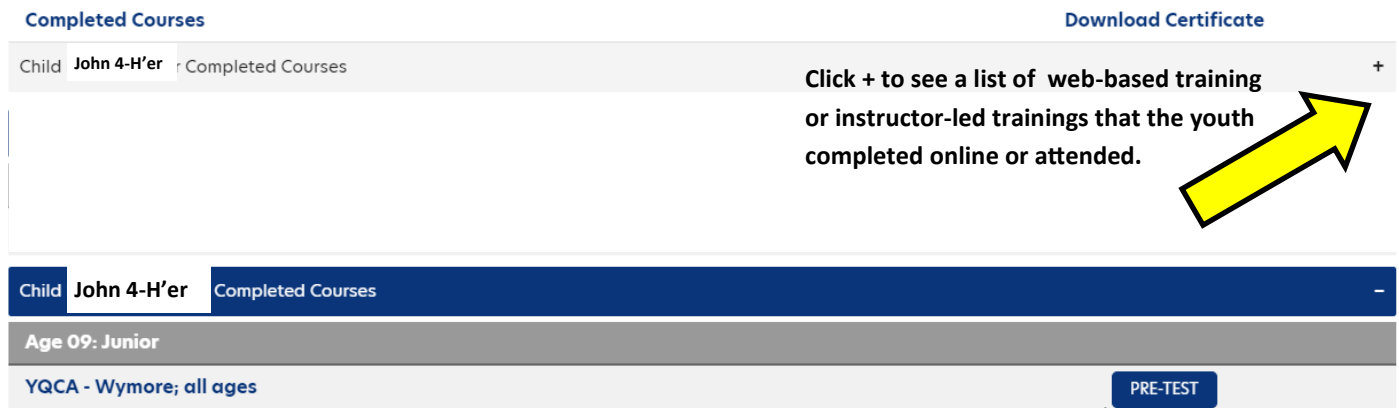
Log in with your username and password:

Once logged on, at the top of the screen, click on your username.

Then click Course Certificates. This will take you to the web-based training and the instructor-led trainings. You need to know if you did a web-based training or attended and instructor-led classes.

From there, you will see a list of youth

Instructor-Led Training Certificates



Click the Pre-Test Icon - complete the general questions. You may need to refresh your screen after completing the pre-test.

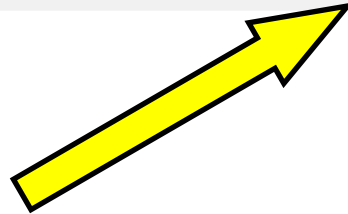
Instructor-Led Training Certificates

Completed Courses

Download Certificate

Child	John 4-H'er	Completed Courses	+
Child	John 4-H'er	Completed Courses	+
Child	John 4-H'er	Completed Courses	-
Age 09: Junior			
YQCA - Wymore; all ages			POST-TEST


Click the Post-Test Icon - complete the general questions. You may need to refresh your screen after completing the post-test.



Instructor-Led Training Certificates

Completed Courses

Download Certificate

Child	John 4-H'er	Completed Courses	+
Child	John 4-H'er	Completed Courses	+
Child	John 4-H'er	Completed Courses	-
Age 09: Junior			
YQCA - Wymore; all ages			

Once you complete the Pre-test and Post-test, you will then see a download icon  available.

Click the icon to download a copy of your YQCA completion certificate. Certificates must be in the Extension Office no later than June 1.

