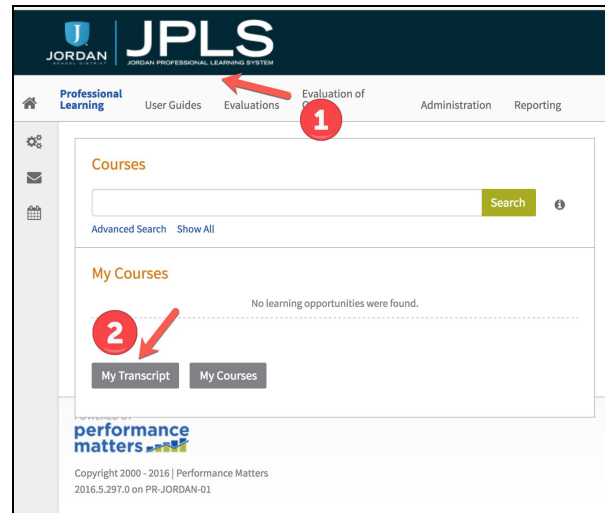


# How to print course completion certificate from JPLS

1. Log into JPLS  
[jpls.truenorthlogic.com](http://jpls.truenorthlogic.com)

2. Click on **My Transcript**



3. Your transcript will open. Click on the certificate number for your course.

#	Course #	Section #	Title	Start Date	End Date	Completion Date	Certificate #	Registration Status	Grade	Credit Hours	Stipend Cost	Payment Status	Survey
1.	1234	45678	Name of course	01/20/2016	01/27/2016	01/27/2016	12345678	Completed	Relicensure Only	0.5 Credits 7.0 Hours 7.0 Points USOE	\$0.00	- Not Set -	No surveys to take.

4. The certificate will open.

To print it, go to File>Print.

