Completing the Title IX Essentials Course and Submitting your Certificate

- 1. Log into Canvas and locate the following Canvas course:
 - Undergraduates: New Student Welcome Experience Canvas Course (Online Experience)
 - Graduates: Community Accountability for Graduate & Law Students
 - **Undergraduates**: The Title IX course is embedded within the **Community Accountability** module.
 - Graduates: The Title IX course is embedded within the course Introduction.



2. You will need to accept the disclaimer to access the course.



3. Click on "Start Course" at the top of the next screen or click on each individual video. There are 8 videos that add up to 29 minutes in total:



4. To access your certificate once you complete the course, you will see a button to download your certificate.



5. You will upload the certificate file to the "Title IX Certificate Submission Form" within the MyISSS Portal. The Form is located within the **Arrival & Immigration Check-In** section of the Portal.

BOULDER MAIN CAMPUS	Arriv	val & Immig	ratio	n Check-In		
Home Arrival &	Tasks					
Immigration Check-In Departmental Services General Forms Immigration & Academic-Related Forms Insurance and Finances	2.	F-2 Dependent Immigration Check- In		Immigration Check- In		Returning from a Leave of Absence: Immigration Check- In
	Þ	Title IX Certificate Submission		U.S. Exchange Student: Check-In		
Training/Employme nt-Related Forms						