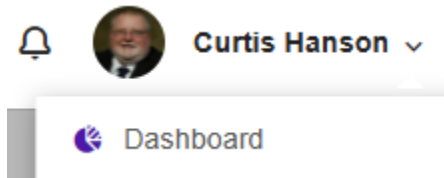
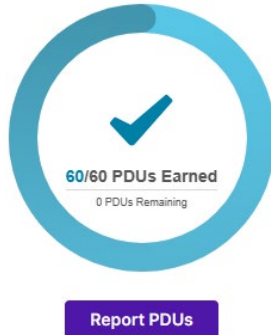


Steps for Self-Reporting your PDUs

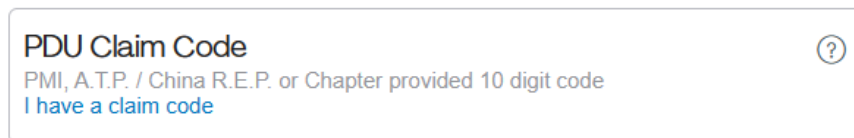
1. Go to the PMI Home Page (<https://www.pmi.org/>), click **Log in**, Enter Username & Password.
2. Click on your name/picture in the upper right corner then click on **Dashboard** in the drop-down menu.



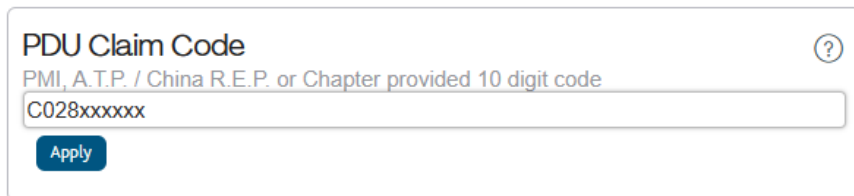
3. Scroll down to the PMP® section. Click on the **Report PDUs** button under the PDUs Earned graphic.



4. On the left side at the top of the list under Education, inside the PDU Claim Code box, click on **I have a claim code**.



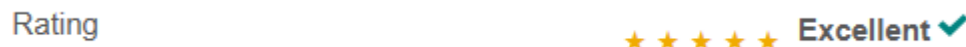
5. Enter the Claim Code provided after the event into the box and click on the **Apply** button



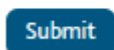
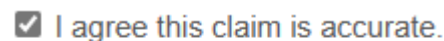
6. Fill in Date Started and Date Completed



7. Give the Course a Rating by clicking on the stars



8. Click checkbox for "**I agree this claim is accurate**" then Click the **Submit** button



9. After processing, you will see a Claim Submission Results screen. You should then receive two emails: The first says your claim was submitted and the second should say your claim was approved.