

How to Check Your Program Expiry Date

Step 1: Click on "My Record"

The screenshot shows a user interface for existing students. On the left is a dark sidebar with the heading "EXISTING STUDENTS" and five orange buttons: "Student Profile", "View/Edit Information", "Make a Payment", "Special Services", and "Logout". On the right is a white main content area with a "Welcome" message followed by a list of menu items: "Student Profile", "Course Description", "How To Take This Course", "My Payment Record", "My Record", "Remaining Module Access", and "My Course". A green arrow points to the "My Record" link.

Student Record

Student Name ██████████
 Course Name HVAC Training - C
 Enrollment Date 02-28-2016
 Min Residency 02-28-2016
 Course Expiry 02-27-2017 
 Today's Date 02-29-2016

Module Name	Module Score (0 to 100)	Module Pass Date(MM-DD-YYYY)	Instructor Comments
Refrigerators and Room AC Fundamentals	--	--	--
Basic Industrial Safety	--	--	--
Basic Lockout-Tagout	--	--	--
Basic Process Instrumentation & Control	--	--	--
Electrical Safety	--	--	--
Electricity for Technicians	--	--	--
Fundamentals of Gas Heating Furnaces	--	--	--
HVACR Safety - Piping-Tubing Handling	--	--	--
Leak Detection - Charging - Expansion	--	--	--
Math for Technicians and Operators	--	--	--
Physics for Technicians 1	--	--	--
Physics for Technicians 2	--	--	--
Physics for Technicians 3	--	--	--
Reading Technical Drawings	--	--	--
Refrigerant Temperature-Pressure Relationship	--	--	--
Basic Hazard Communication	--	--	--
All Module Pass Date - AMPD	--		
Course Pass Date	--		
Course Status	Incomplete		
Course Grade	--		

Step 2: When you click on the **“My Record”** button, you will be routed to the screen above which shows the Course Expiry date.