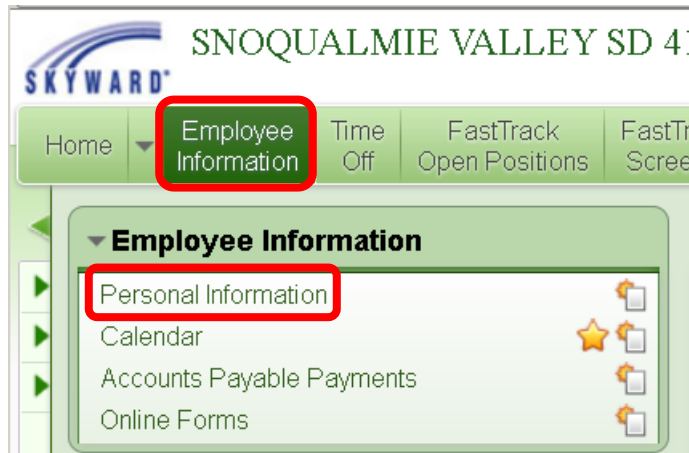


# VIEW CERTIFICATE INFORMATION

1. Log into Skyward Employee Access.
2. Select Employee Information.
3. Select Personal Information.  
(Please note: Your tabs could be different depending on your security permissions.)



4. Select Certifications under the Personnel area. Your certificate type, number, endorsements (if any), issue date, and expiration date are listed. Note: If you have more than one endorsement, your certificate will be listed multiple times (once for each endorsement held). An asterisk (\*) in the Current column indicates the active certificate. Ignore the OSPI Certificate Number as it is used for reporting purposes only.

**Employee Access - Employee Tab**

**Demographic**  
Employee Info  
Address

**Personnel**  
Personnel Info  
Lane/Step History  
Prof Development  
Assianments  
**Certifications**

**Employee**  
Employee: [REDACTED]

**Certifications**  
Views: General Filters: \*Skyward Default

Current	Certification Type	Certification #	Endorsement	Eligibility	Scope	State
1 *	CONT TCHR	[REDACTED]	Math 4-12			WA
2 *	CONT TCHR	[REDACTED]	Elementary K-8			WA
3	OSPI Certificate Nurr	[REDACTED]				WA