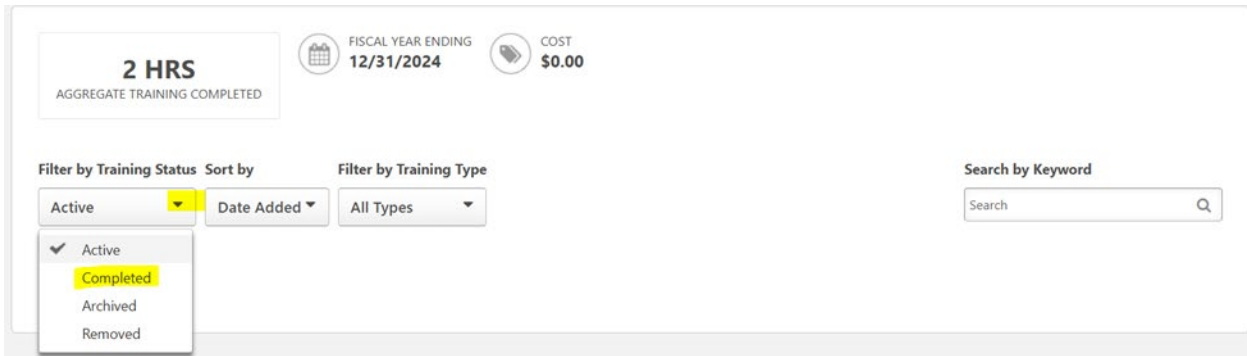




## Viewing/Printing Final Completion Certificate

To view your certificate in your MyPurpose transcript, please follow the instructions below:

- On the **LEFT** of the screen, select the Dropdown Menu and change from **ACTIVE** to **COMPLETED**



2 HRS  
AGGREGATE TRAINING COMPLETED

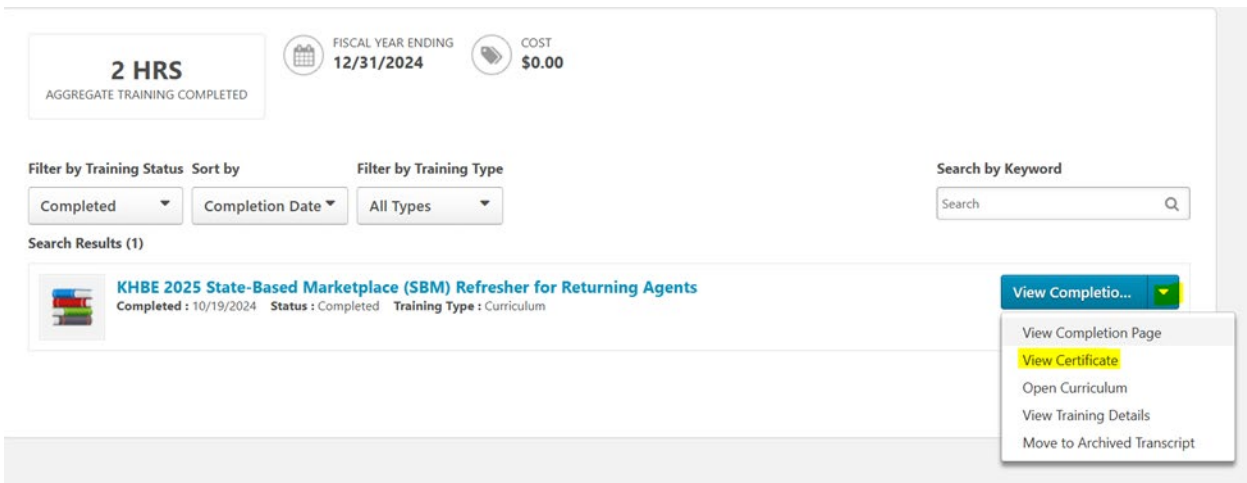
FISCAL YEAR ENDING 12/31/2024 COST \$0.00

Filter by Training Status Sort by Filter by Training Type Search by Keyword

Active Date Added All Types Search

- Active
- Completed
- Archived
- Removed

- Locate the **KHBE State-Based Marketplace (SBM) Certification or Refresher training**.
- Next, locate the Blue **VIEW COMPLETION** button on the **RIGHT** side of the screen.



2 HRS  
AGGREGATE TRAINING COMPLETED

FISCAL YEAR ENDING 12/31/2024 COST \$0.00

Filter by Training Status Sort by Filter by Training Type Search by Keyword

Completed Completion Date All Types Search

Search Results (1)

**KHBE 2025 State-Based Marketplace (SBM) Refresher for Returning Agents**  
Completed : 10/19/2024 Status : Completed Training Type : Curriculum

View Completio...  
View Completion Page  
View Certificate  
Open Curriculum  
View Training Details  
Move to Archived Transcript

- Select the downward-pointing triangle.
- From the Menu, select **VIEW CERTIFICATE**.
- You can now **VIEW/PRINT/SAVE** your certificate from this screen.

