

Dear Learner:

As you may know, certificates of credit and transcripts are now created in real time.

To Access and/or Manage your Certificate(s) of Credit or Transcript(s):

1. You can view this video : “How a Learner can view and claim credit” at:
<https://vimeo.com/465540874>

2. How to Add Credential or license information to your certificate (for those professions whose authorities require this):
<https://ucsf.box.com/s/4xppib7rdaiziflit71vgfdmojdsnw4j>

AND/OR follow the written instructions below:

1. Visit <https://ww2.highmarksce.com/ucsf/> to login.

(If you have never logged in before...)

- a. Type in your email address as your username
- b. Click the “Get It Now” link just below the green login button.
- c. Use the temporary link sent to your email to access the system
- d. Update/save your profile information.
- e. Once all your information is verified, you will be taken to your “Dashboard”,
- f. If you do not see Tiles, click on the word “Dashboard” on the left side of your screen, just below the blue banner.

2. On the Credits tile, click the Credits link. It opens a page where you can manage claims, and print certificates and transcript information.

If you have questions or concerns, please reach out to your educational administrator(s).

*Sincerely,
Durga*

Durga Pisharam, MA, MPhil

Pronouns: she/her/hers
External Activities Coordinator
Continuing Medical Education

UCSF Office of CME, Box 0742
490 Illinois Street, Floor 8
San Francisco, CA 94143
Tel: 415.514.2615 | cme.ucsf.edu
durgadevi.pisharam@ucsf.edu