1 Complete a Course

1.1 See Your Active and Completed Courses

On the Learner Dashboard, you can your active and completed courses.

![Learner Dashboard (Active and Completed Courses)](image)

*Figure 1: Learner Dashboard (Active and Completed Courses)*

1.2 Get Credit for Equivalent Coursework

To get credit for completing a course because you have completed equivalent coursework, select “Request Credit” from the left-hand menu.

![Credit Request](image)

*Figure 2: Credit Request*

From here, you can submit a request for credit by providing the necessary information and adding any needed files.
Figure 3: Request Credit

Once you have entered the necessary information, use the “Request Credit” button.

You can also view your status of any earlier requests you’ve made for credit.