

## **Checking Your TLC History**

You are able to check your TLC history anytime. Once you follow the directions below, you will be able to see your points, courses and expirations dates.

- Go to the PUSD home page
- Locate “Staff Resources” along the bar at the top of the page
- On the selections at the left, click “TLC Opportunities”
- Log in using your regular log in
- You have arrived at the TLC home page
- Locate “My Profile” on the right side of the page
- “Click here for details” is below the WARNING written in red

You have arrived at your personal history page. Please print the page as you get updated points posted, and retain as your record of evidence of completion.