



## **New RISES System: What does that mean for the CELP System and your CELP account?**

Q: How do I get my Professional Development (PD) from the CELP System to RISES?

A: First, set up your new RISES account and you will be issued a Workforce ID. Then, have your Workforce ID ready to add to your CELP account.

**a. For a New User in the CELP System**

For all New Users, the Workforce ID is a required field. You cannot see or register for any courses until it's filled out.

**b. For Existing CELP System Users**

For Existing Users, you can see all your existing courses and all new courses. You can use the tool just like you did before, but you cannot register for any new courses until you add a valid Workforce ID to your User Profile. Visit your User Profile section in your CELP account, add your Workforce ID, click save and the system will do the rest!

**\*\*If you have forgotten your log-in information, please follow the prompts on the log-in page to retrieve your username and/or password. This will avoid duplicate accounts and ensure your entire PD history is able to transfer to RISES.\*\***

Q: How do I enter external PD that is CELP approved?

A: The CELP's initial focus for this process was ensuring our site would "communicate" appropriately with the RISES system once the Workforce ID was associated with each user's account - lots of planning and testing to ensure a seamless transition!

The CELP is actively working on updating the CELP site, so you will be able to easily enter in external PD that the CELP has approved into your CELP account. **Please stay tuned** for this as this feature should be available very soon for everyone!

You are still able to have external PD approved as well - so continue to send in those Training Verification applications, Professional Development Approval applications and - please hold on to your external PD certificates and other information.

External PD includes ANY PD not run by the CELP including: any PD submitted for review as well as the pre-approved PD offerings that show as "Other PD" on the CELP website.

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Q: Does my ProSolutions PD automatically transfer?

A: Currently, ProSolutions certificates are emailed to people directly from ProSolutions as the ProSolutions accounts **could not merge** with CELP accounts without the unique identifier such as the Workforce ID. The CELP is working quickly with ProSolutions to enable a workforce ID field for your ProSolutions account so that your completed training can then seamlessly merge into your CELP PD history. This feature should be ready about the same time as the external PD feature for the CELP system.

CELP Links for you to have on hand:

- [The Center for Early Learning Professionals \(CELP\) – Main Web Page](#)
- Learn more about getting your external PD approved [here!](#)
- Interested in learning about pre-approved external PD? Learn more about this [here!](#)
- Please be sure to [subscribe](#) to our newsletter to stay in the loop on all CELP updates.
  - Prefer Facebook? No problem! [You can find us on Facebook too.](#)