

# CLAIM YOUR PDUs



## ACCESSING RECORDED SESSIONS

All participants will receive an email with links to the recorded presentations by 12/31/22.

## HOW DO I SELF-REPORT PDU'S?

All participants report PDUs directly with PMI. Please follow the steps below:

1.

Go to [www.PMI.org](http://www.PMI.org) and then click "**Login**"

2.

Click on your picture / name (upper right-hand corner) and then click "**Certification**" in the dropdown

3.

Scroll down to your PMP or other certification and then click "**Report PDUs**"

4.

Click on "**Course or Training**"



- Enter Provider Number: **CO21** PMI New York City Chapter
- Enter course name of attended session
- Enter description: (optional; you may add speaker's name for clarity if you wish)
- Enter date started and date completed
- Claim appropriate # of PDUs for the presentation you attended/ according to original description
- Click the checkbox to confirm the accuracy of the claim and click "**Submit**"

You will get 2 emails; one confirming your submission and one confirming approval. Please allow up to 24 hours for receipt of these emails.