Accessing Reports for the Attestation of Compliance

7 Steps

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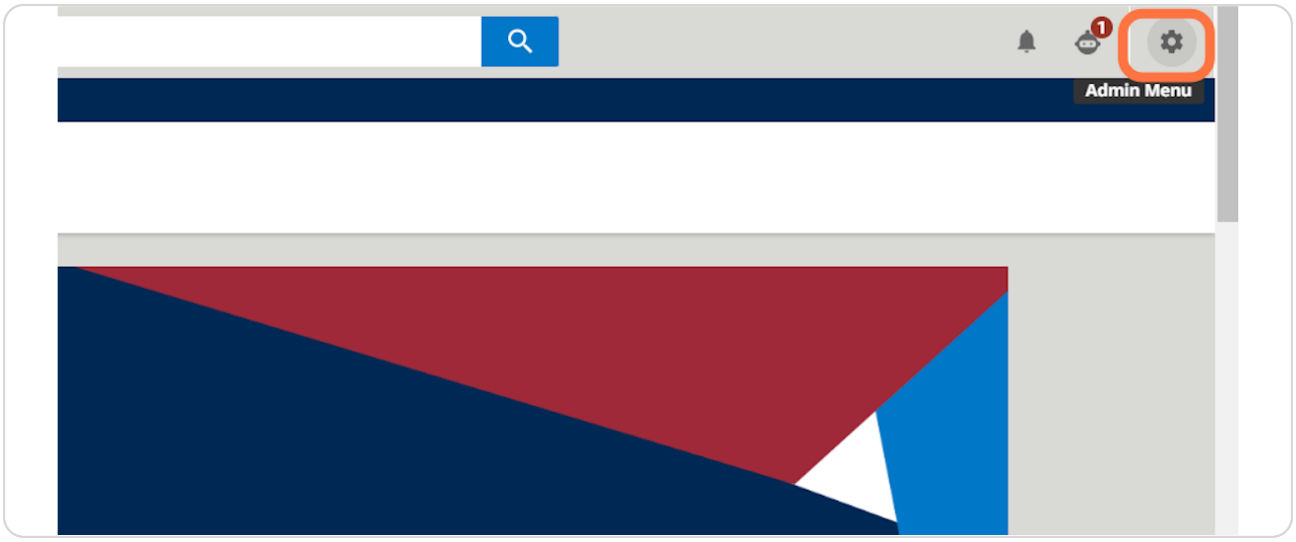
September 16, 2022

STEP 1

Go to My Homepage - NCAA Learning Portal

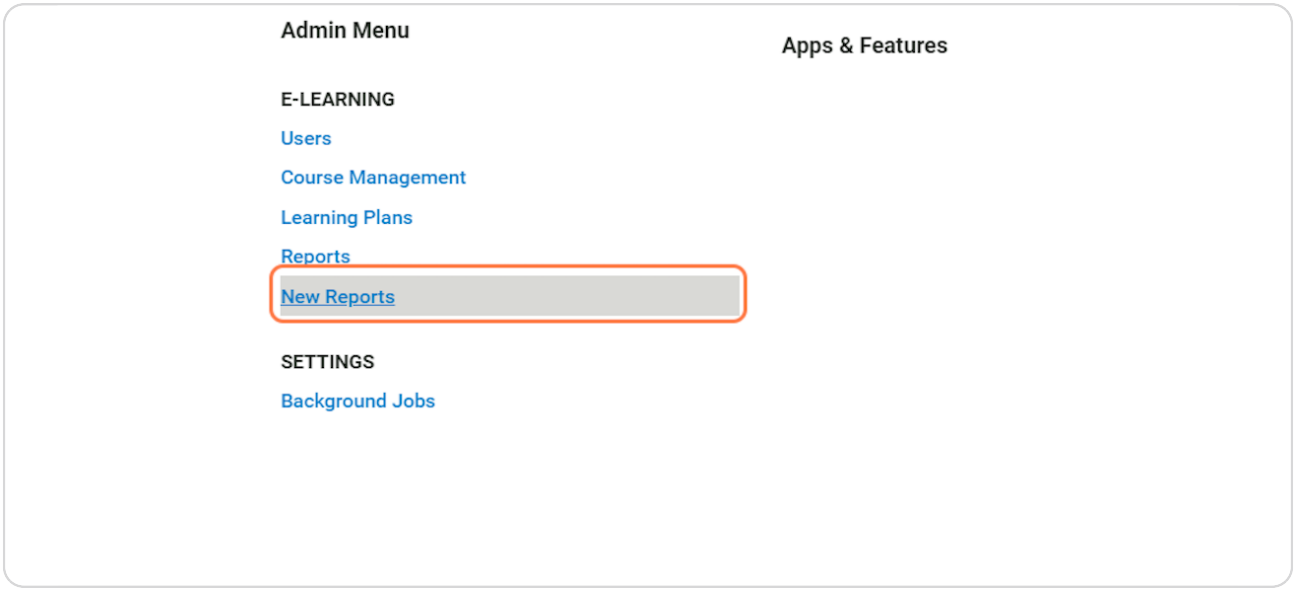
STEP 2

Click on Admin Menu



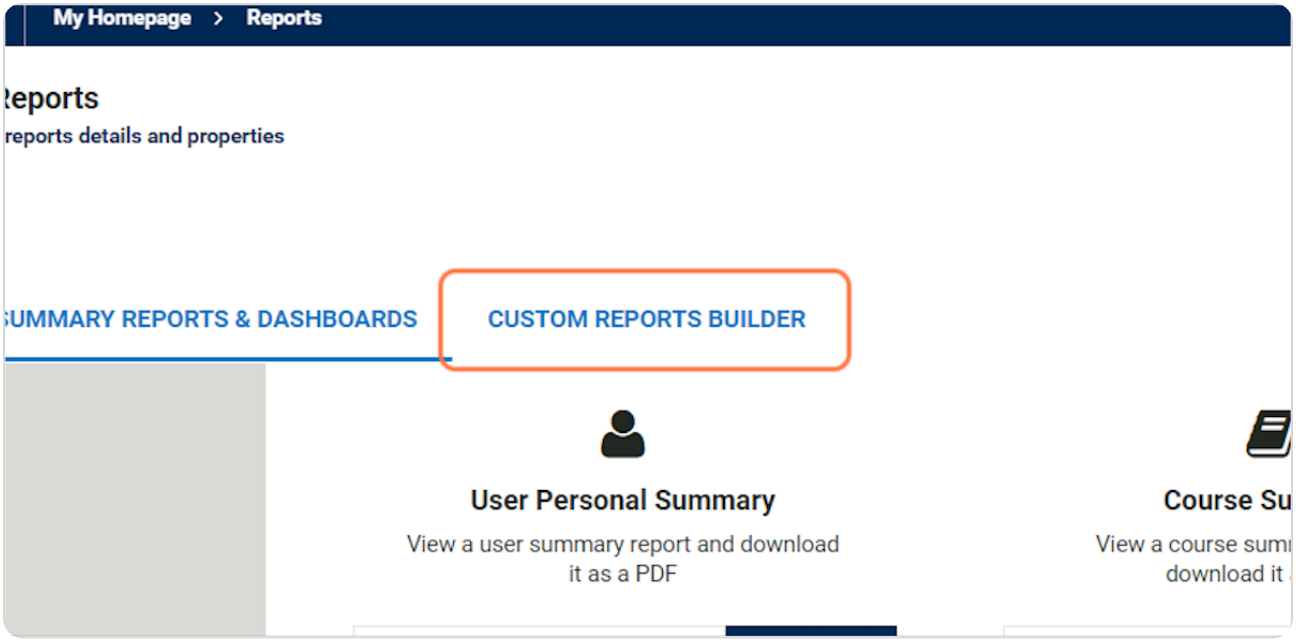
STEP 3

Click on New Reports



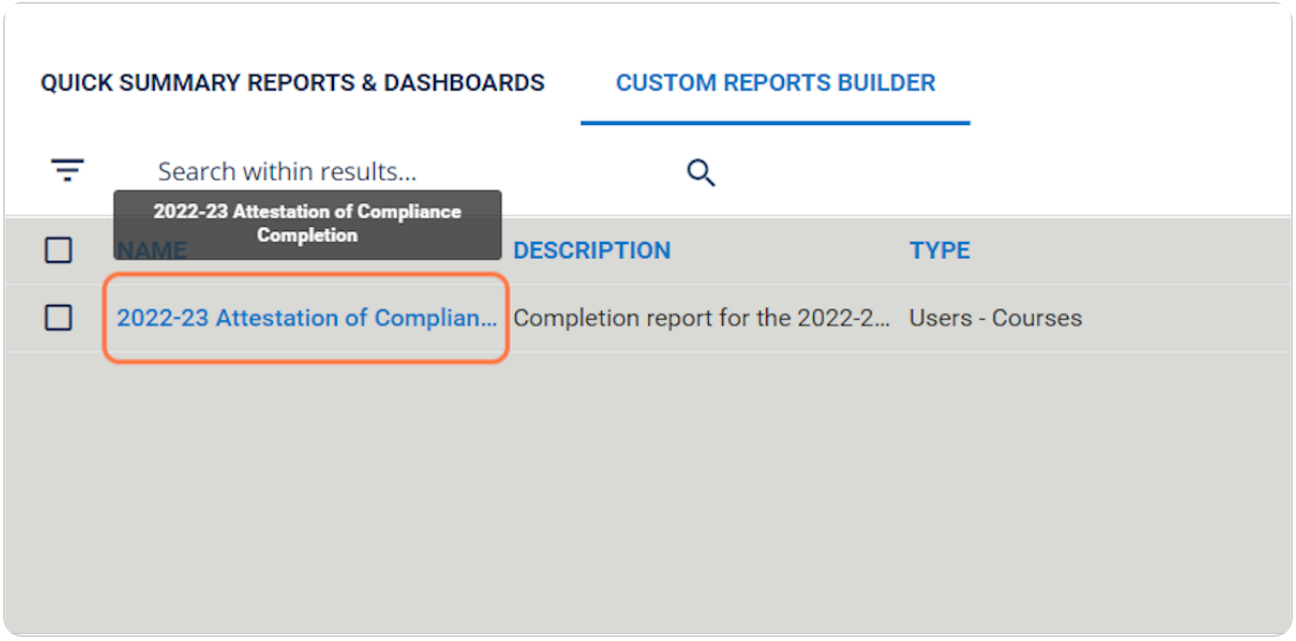
STEP 4

Click on CUSTOM REPORTS BUILDER



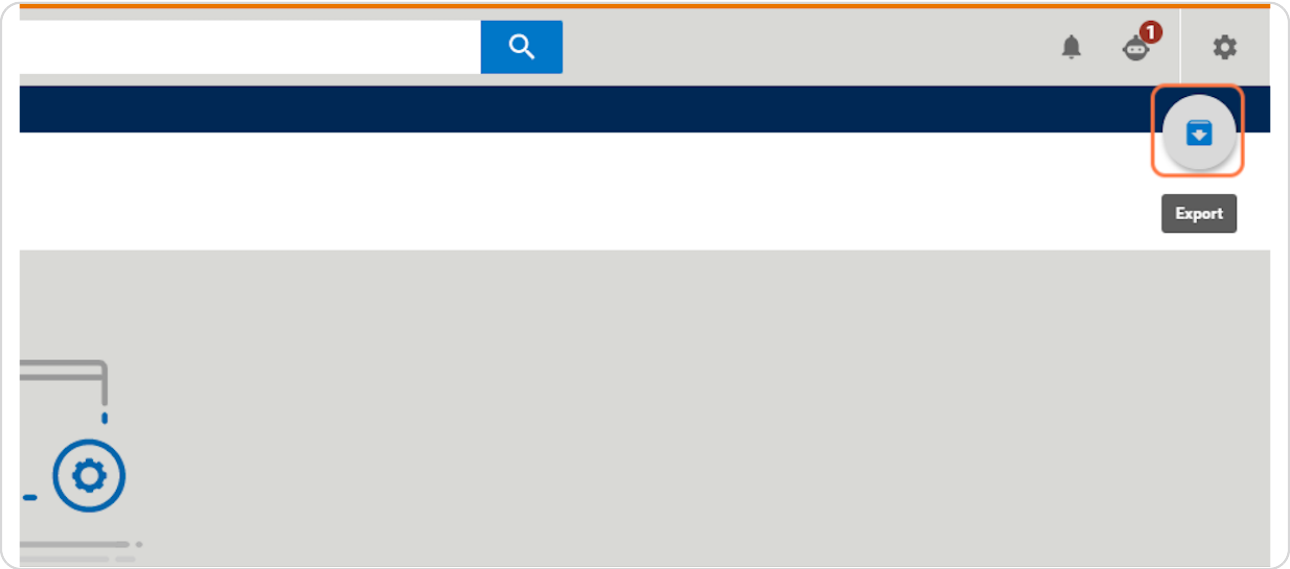
STEP 5

Click on 2022-23 Attestation of Compliance Completion



STEP 6

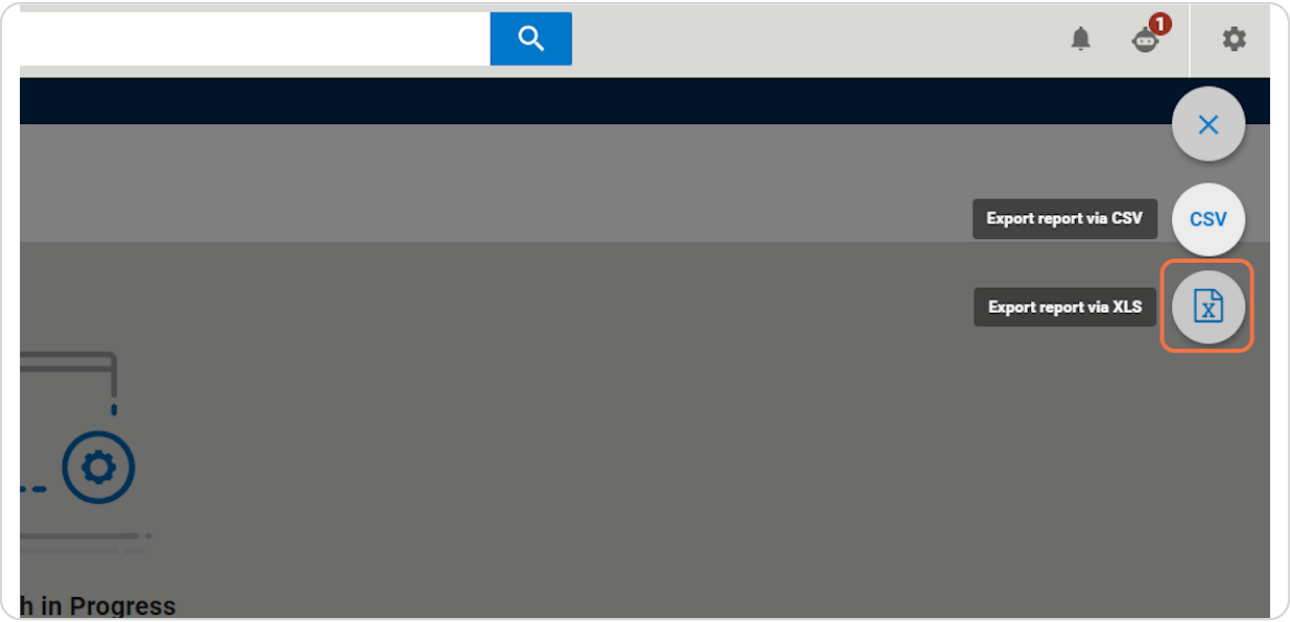
Click on Export



STEP 7

Select the file type you wish to receive. An email will be sent to you when the report is ready to download.

Please note: Data is refreshed in the Learning Portal once a day between 2 a.m. and 3 a.m. EST.



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