

DATE: April 20, 2015

SUBJ: License & Certifications page in Self Service

The License & Certifications page in Self Service will look slightly different starting on April 27. The page will appear to float on top of the Skills Profile page. This is normal, and does not affect how the page works.

Example:

MINNESOTA SELF SERVICE

Favorites | Main Menu > State of MN Self Service > My Personal Information > Skills Profile

My Page

Skills Profile

Empl ID 01165154 Employeeetest,Anew J

License & Certifications

Empl ID 01165154 Employeeetest,Anew J

Profile Type Find | View All | First 1 of 1 Last

License Code	Description	License Number	Country	State	Expiration Date
LANDSRV0	Land Surveyor	123456789	USA	MN	04/09/2016

Notify

OK Cancel Apply

Questions

If you have questions, please contact your human resources office. To obtain contact information from within Self Service: under **Need Assistance?**, select **Employee Contacts**.