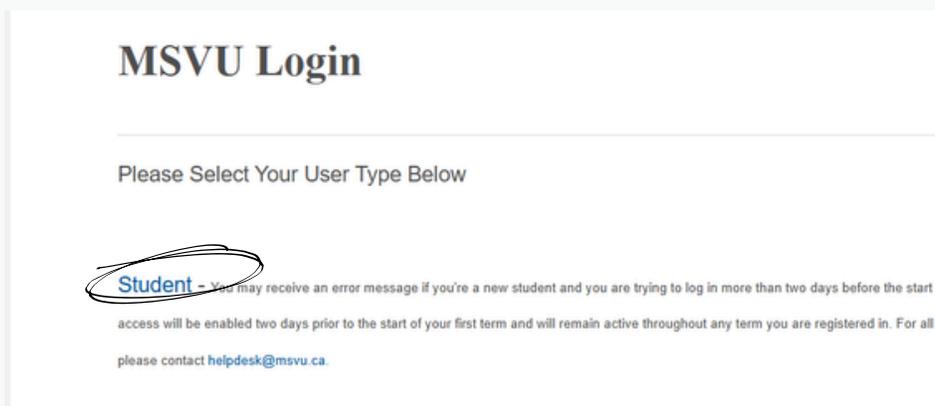




How To Print Your CCR

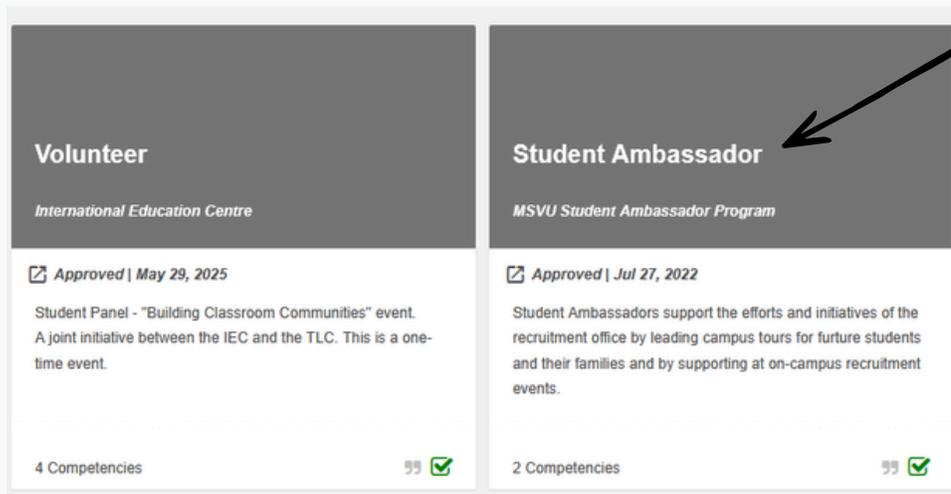
Visit [careerconnects.msvu.ca]
and login to the student portal using your
MSVU credentials.



Then, click the “Co-Curricular
Record” tab in the blue
dashboard menu.



Next, click on the titles of your pending or approved positions.

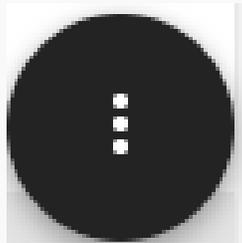


Then verify that you have assigned the levels (developing, competent or advanced) to your selected competencies for all positions and select save changes.

The image shows a screenshot of a 'COMPETENCIES' form. The form title is 'COMPETENCIES' and it includes the instruction 'You can select between 1 to 5 competencies'. Below this, there is a section titled 'Selected Competencies' with a list of five competencies, each with a dropdown menu for selecting a level. The levels are: Advanced, Advanced, Advanced, Competent, and Advanced. A 'Save Changes' button is located at the bottom left of the form.

Competency	Level
Enhanced Self-Awareness	Advanced
Social Responsibility	Advanced
Leadership Development	Advanced
Collaboration	Competent
Appreciating Diversity	Advanced

Return to your profile in the “Co-Curricular Record Tab,” and then click the black circle with white three dots in the bottom right corner of your screen.



Lastly, click “Print my Co-Curricular Record” to save a PDF or print.

 Official Co-Curricular Record
Morgan Smith
mmsmith
Authenticity Code: 05924916160649114937

Global Engagement				
Date	Activity	Position Title	Position Description	Competencies
2024-2025	International Education Centre	Volunteer	StudentPanel - "BuildingClassroom Communities" event. A joint initiative between the IEC and the TLC. This is a one-time event.	Effective Communication Enhanced Self-Awareness Professionalism Social Responsibility

Volunteer				
Date	Activity	Position Title	Position Description	Competencies
2021-2022	MSVU Student Ambassador Program	Student Ambassador	Student Ambassadors support the efforts and initiatives of the recruitment office by leading campus tours for future students and their families and by supporting at on-campus recruitment events.	Health and Wellness Professionalism

In witness thereof these signatures confirm the authenticity of this record:


Dr. Joel Dickinson
President and Vice-Chancellor
Mount Saint Vincent University

This is an official Co-Curricular Record. To confirm the authenticity of it please visit careerconnect.mountsv.edu.