

eBased Academy: How to Download your 11 Certificates of Completion

Below are instructions for locating and downloading your certificates of completion for the 11 courses required for Peer Recovery Supporter Certification.

When you login to your eBased Academy Account (www.ebasedacademy.org) you will see a list of courses for which you are registered. Select the course that you have completed. If a course does not say "Done," then you have not completed that course:



1. In the upper right-hand corner of the screen, select "**DOWNLOAD YOUR CERTIFICATE.**"

When you have completed all 11 courses, download and save to your computer the certificate of completion for each course (you will have 11 total certificates). Save these certificates! If you are applying for Peer Recovery Supporter Certification, submit these certificates as part of your complete Certification Application Packet (after you have passed your PRS Certification Exam). **Do not submit your certificates separately – this may delay your certification!**

For technical issues with eBased Academy, please e-mail: MHAHelpdesk@mha.ohio.gov