## How to Edit or View your Stipend Application

While your stipend application is in "APPLIED" status, updates can be made.

Go to <u>www.caregistry.org</u>

Step 1. Login to your Registry Account.



Step 2. Next click on Stipend & Pathways to get the drop-down menu.



Step 3. From the drop-down menu, click on My Stipends.



Step 4. From your My Stipends page, select the stipend you want to edit (remember only Stipend on applied status are editable).

My Stipends						
Application ID	Request Date	Stipend Program	Stipend Period		Edit	
19009	08/24/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	<u>View</u>		
19000	08/24/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	View		
18996	08/20/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	<u>View</u>	Ø	

Step 5. You will be redirected to your online application. Make all the necessary updates and click on Submit Stipend Application when completed.

TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY - Online Application						
1. Please identify which qualification goal(s) this stipend/reimbursement will help you attain? You may select up to two. •						
Obtain a Bachelors Degree in ECE						
Obtain an Associates Degree in ECE	Obtain an Associates Degree in ECE					
Obtain/Renew a Teaching Credential						
2. Please select the stipend period: •						
Spring 2022	~					
Pathway Type	Pathway Information	Pathway Detail	Value Type	Additional Information, if applicable		
College Credit 🗸 🗸	ELAC	12	Quarter 🗸	9000000		
O Add Request						
Statements of Understanding						
THIS IS A TEST ACCOUNT, USED FOR THE TOPOSES. DO NOT APPLY ON THIS STIPEND.						
Completing this application is agreement						
Submit Stipend Application	Cancel					
	-					

To View your stipend request information, including **application status**, employment verification date and the list of the required documents.

Follow steps 1 - 3 (as seen above).

Step 4. Click on View

My Stipends						
Application ID	Request Date	Stipend Program	Stipend Period		dit	
19009	08/24/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	View		
19000	08/24/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	<u>View</u>		
18996	08/20/2021	TEST STIPEND PROGRAM -For Testing Only- DO NOT APPLY	Spring 2022	<u>View</u>	ľ	

Step 5. Review the Stipend Request information:

- A. This is the email address being used to send you all communication.
- B. Date your employer verified your employment using the Registry Administrative Access Employment Confirmation.

- C. Request Status: shows your stipend request status based on the Stipend Administrators review and your submission of required documents.
- D. Required Documents: a checkmark indicates the form has already been reviewed and accepted by the Stipend Administrator. An uncheck documents may indicate that you still have not uploaded this to your profile or if it has been uploaded the stipend administrator still needs to review.

Stipend Request Detai	I - TEST STIPEN	D PROGRAM -For	Testing Only-	DO NOT APPLY	- Stipend ID : 2			
Personal Information								
Participant Name:	Legal first name Legal last	Legal first name Legal last name			19009			
Registry ID:	100031470	00031470		plication Date:	8/24/2021			
Residential Address: 1111 Test Ave			Period:		Spring 2022			
Residential County:	San Bernardino		Education Goals:		Obtain a Bachelor's Degree in ECE			
Email:	ecrane11@comcast.net							
Phone:	(777) 777-7777							
Self-Reported Highest Level of Education:	-Reported Highest Level of Associate's Degree							
Verified Degrees:	Bachelors - Bachelor of So	ience						
Employment Information				B				
Employer		Job Title	Start Date	Verification Date	Ages Served	• Funding Sources		
Alameda County ECE Program - Test Ac	count	Head Teacher	08/20/2021		Toddler (19 - 36 Months)	QRIS		
Showing 1 to 1 of 1 entries						Previous 1 Next		
Stipend Request Information						<b>C</b>		
Pathway Type	Pathway	/ Information	Pathway Detail	<ul> <li>Unit Type</li> </ul>	Additional Information, if applicable	Request Status		
CA Child Development Permit Acquired	Site Sup	ervisor Permit	06/30/2022 Issue Dat		12345678	Approved		
College Credit	ELAC &	LACC	6.00	Semester	1234	Approved		
Degree Attainment	CASULA	& ELAC	05/30/2022	Conferral Date	1234	Accepted		
Professional Development - Clock Hour	rs Various	Training Organizations	21.00 Hours		No Additional Information Needed	Accepted		
Showing 1 to 4 of 4 entries						Previous 1 Nex		
Required Documents: TEST STI	PEND PROGRAM -For T	esting Only- DO NOT AP	PLY					
Completed W-9								
Education Plan From Academic Advisor (College/University)								
Official/Registrar Transcript								
Gfficial/Unofficial/Photocopy Of Transcript								
Professional Growth Plan (Professional Growth/Permit Advisor)								
Stipend Program Supplemental Form(s)								
Return to My Stipends								