PPAI CAS/MAS Web Portal

Professional Development has put their class approval and attendance list submission processes online.

Benefits of online process:
- 24/7 access
- You can track class and attendance list submissions
- You can readily attach documents, spreadsheets, flyers, etc.
- It’s easy

Here’s how to get to Professional Development’s Education website portal:
1. Go to www.ppai.org
2. Click My PPAI in the upper right corner
3. Enter your UPIC e-mail address and password
4. On your personal page, under “Education,” select either “Regional Session Approval,” or “Group Attendance List”
5. To request CAS/MAS approval of a class, select “Regional Session Approval”
6. To submit a class attendee list, select “Group Attendance List”

This is what you should see:

7. Regional Board and committee members can request CAS/MAS credit for industry service:
   On his/her personal page, under “Education,” select “Industry Service Credit”