

Rula

1. If you have recently accessed the [Rula Learning Hub](#), you should be able to follow direct links to register for a CE training. If so, you can skip to Step 4. However, if you have not, you will be directed to log into the Rula Provider Portal & Learning Hub first.

 Rula

Provider sign in

Email

Continue

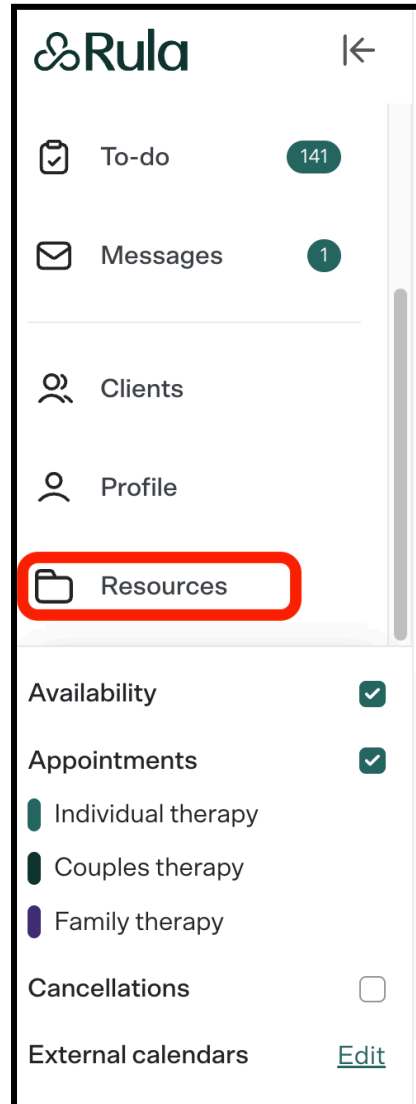


**Practice
management
designed for you**

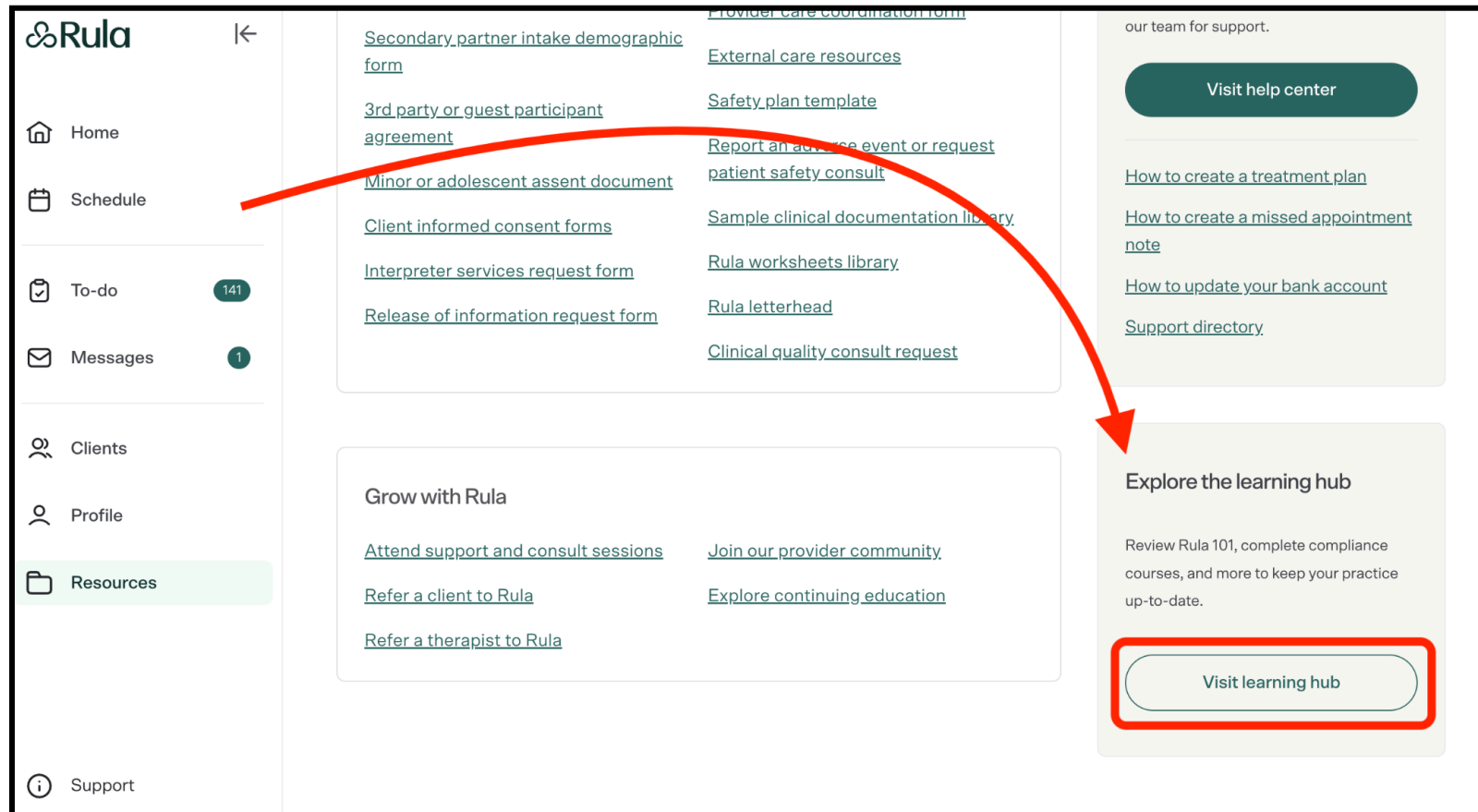
Rula's provider portal has everything you need to effortlessly run your practice.

[Learn more](#)

2. Once you've logged in, navigate to the Resources page from the left-hand navigation menu. You may need to use the scroll bar to find the link.



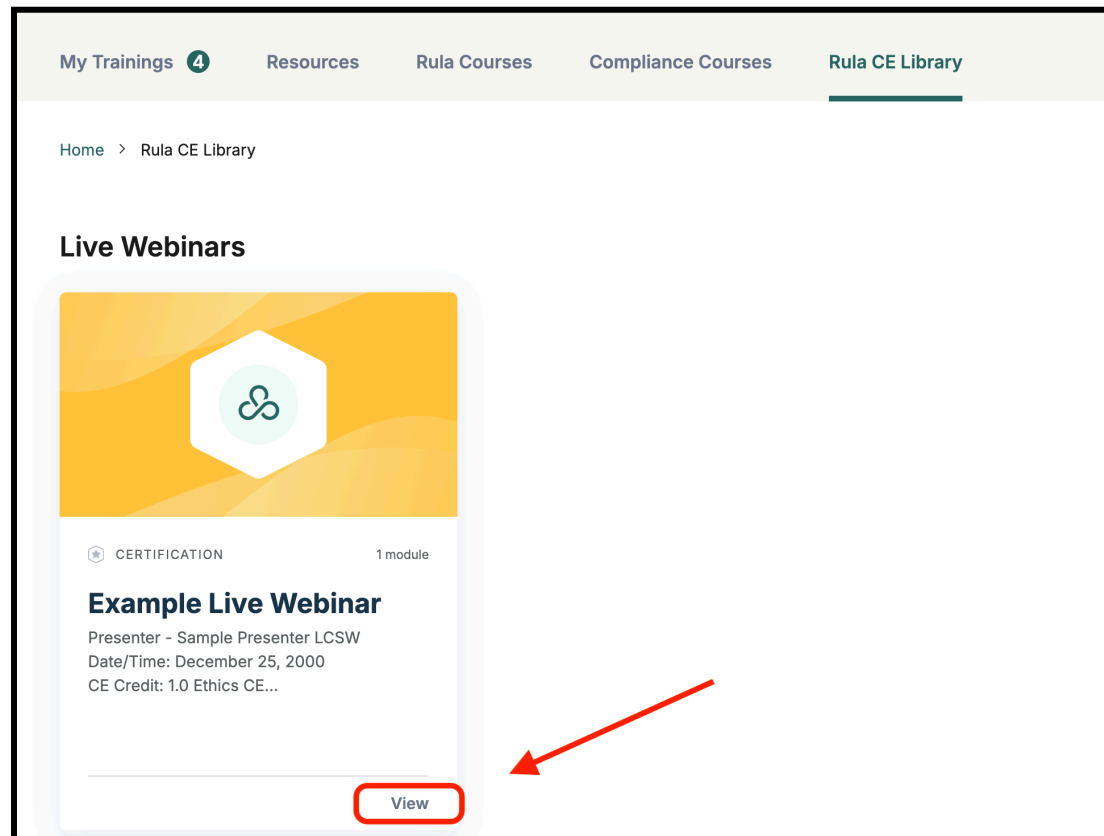
3. On the Resources page, look to the bottom right corner for the Visit the Learning Hub button. This will take you to the Rula Learning Hub.



4. Navigate to the CE Library tab – once selected, you'll see all available courses



5. Once you've chosen the correct course, select 'View'



6. Review the course description and details and select “Start”

 Provider portal Help center 

Example Live Webinar

Presenter - Sample Presenter LCSW
Date/Time: December 25, 2000
CE Credit: 1.0 Ethics CE

Course Description information here

[Home](#) > [Rula CE Library](#) > [Example Live Webinar](#)

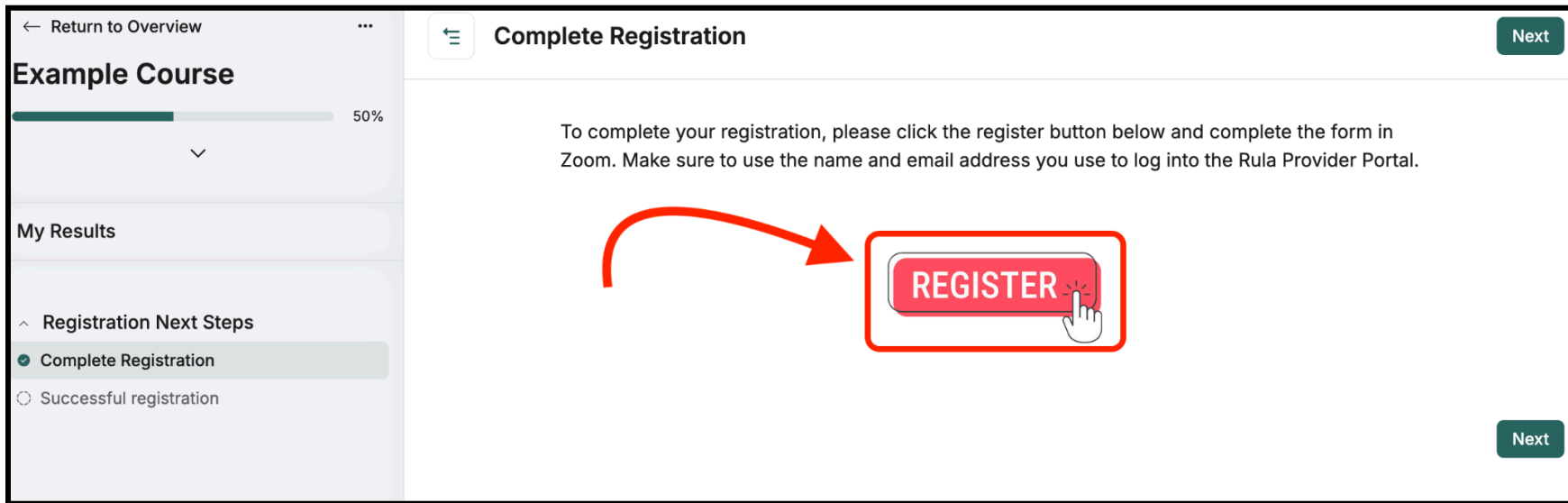


Example Live Webinar

Total Modules: 1

Start

- After opening the course, click Register to complete your Zoom enrollment. You will then receive a confirmation email containing the link to join the webinar at the scheduled time.

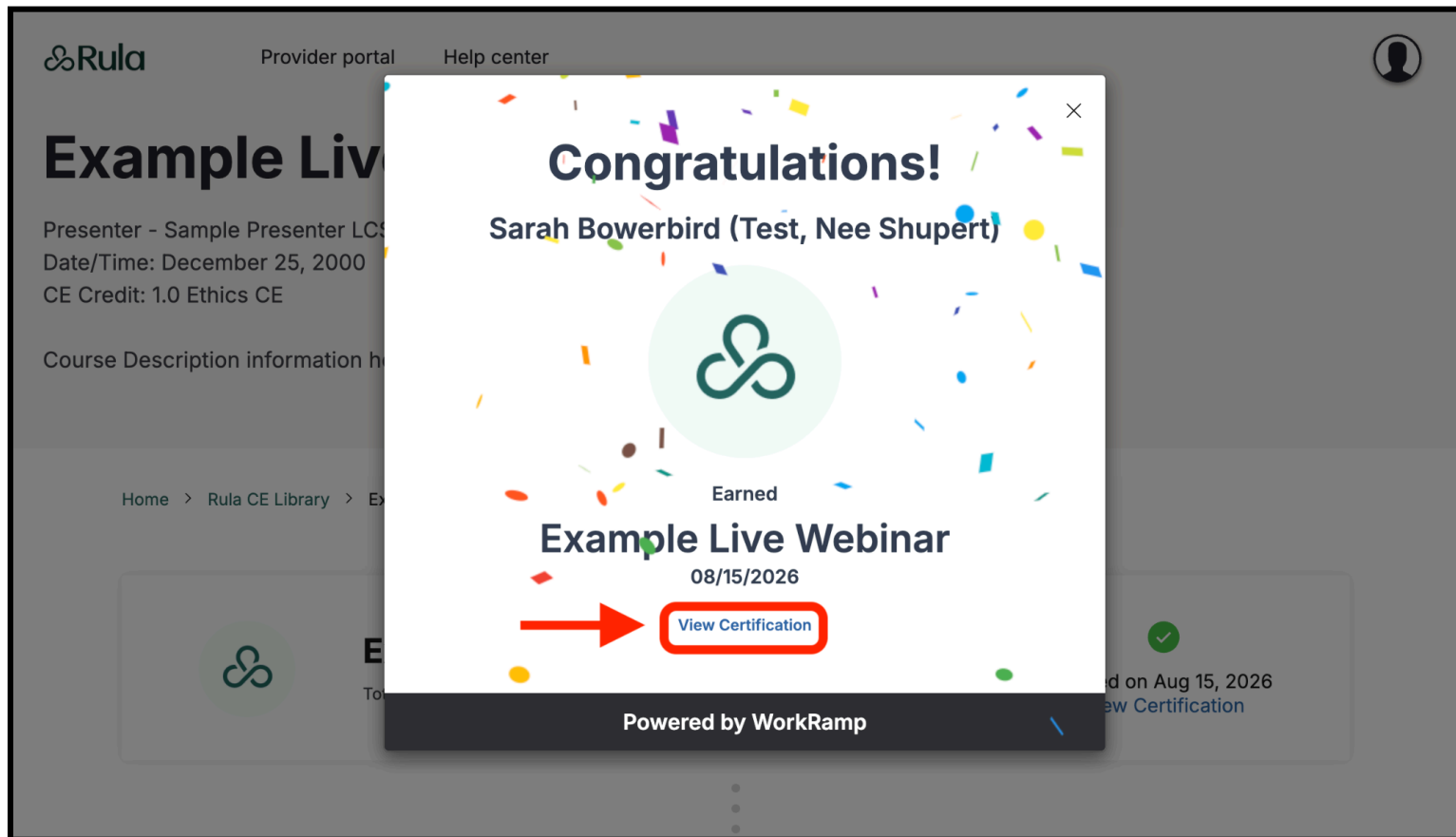


IMPORTANT

Please join on time and remain logged in for the entire webinar. Leaving early will prevent you from receiving CE credit. To earn your certificate, complete the required evaluation in Zoom **immediately** after the session (the survey will show in your browser when the webinar ends).

Your certificate will be available under My Trainings in the Learning Hub within 2 business days.

9. When you visit your completed courses under the “My Trainings” tab you’ll see the following image after the course has been marked completed:



10. Click **View Certificate** to download a PDF copy for your records. You are responsible for tracking your CEs and ensuring they satisfy your specific licensure requirements. Contact your licensing board with questions about licensing requirements. Rula strongly recommends saving the PDF to your personal computer so you retain access if you ever leave the platform.

