



# Colorado Advanced Life Support

## How to Claim and View Your AHA eCard

### Claim Your eCard via Email:

1. You will receive an email from [eCards@heart.org](mailto:eCards@heart.org) with a link inviting you to claim your eCard online. Please make sure to check your spam or junk folder. This link will direct you to the Student Profile webpage; please confirm that all information on that page (First Name, Last Name and Email) is correct. If it is not correct, contact your Instructor.
2. Set up your security question and answer. Accept the terms of the site and click "Submit."
3. Complete the survey on the course you just completed. Your answers to these questions will help improve the quality of future AHA training.
4. After you complete the survey, your eCard will display. You can save or print your eCard.
5. Once your eCard has been claimed, you will receive an email notification; please save this confirmation email for your records.
6. Claiming your eCard is the only way you can show proof of course completion to your employer. If you need to email your eCard, please see step 6 under "How to View Your Claimed eCard"

### Claim Your eCard via eCards Site:

1. Visit the [eCards Search page](https://ecards.heart.org/student/myecards) at <https://ecards.heart.org/student/myecards>
2. On the "Student" tab, enter your First Name, Last Name, and Email. Be sure the information you enter matches what you entered on the roster (ex: If you enter "Mike Smith" as your name, but you entered "Michael Smith" on the roster, this will NOT work) OR enter your eCard Code (if you have it) at the bottom of the page. Click "Search."
3. If all the information was entered correctly, you will be brought to a page that shows "My eCards." Look for your eCard that is "Unclaimed" and follow the steps through the site to claim your card, including setting up a security question and answer. If your eCard cannot be found, contact your Instructor to verify your information.

### How to View Your Claimed eCard:

1. Visit the [eCards Search page](https://ecards.heart.org/student/myecards) at <https://ecards.heart.org/student/myecards>
2. On the "Student" tab, enter your First Name, Last Name, and Email (ensure this is the email address that was used to sign up for the course) OR enter your eCard Code at the bottom of the page. Click "Search."
3. Answer your security question.
4. If all the information entered is correct, you will be brought to a page that shows "My eCards." If your eCard cannot be found, contact your Training Center to verify your information.
5. To download an eCard, select the size you would like (Full or Wallet) where it says, "View eCard."
6. To email an eCard, select "Email Cards," enter the email address, and click "Email."

### How an Employer Can Verify a Student's Claimed eCard

*Note: The student must have already claimed their eCard in order for an employer to view it.*

1. Visit the [eCards Search page](https://ecards.heart.org/student/myecards) at <https://ecards.heart.org/student/myecards>
2. On the "Employer" tab, enter the eCard Code (up to 20 codes at a time), and click "Verify."
3. The next page will show the eCard Status of the code(s).