

How to retrieve FEMA certificates

1. Go to the FEMA training website at <https://training.fema.gov/student/sssp.aspx>

2. Sign into the EMI Student Portal with the required information:

- First Name
- Last Name
- Valid 10 Digit Student Identification (SID) Number
- Enter your city of birth as entered in your SID profile (**this question may be different depending on the information you provided when you registered**)

EMI Student Portal

Legal Notice



The Student Self-Service Portal allows you to print or download Independent Study (IS) Completion Certificates, Student IS Transcripts (for personal or employer use) and Official IS Transcripts (for educational institutions only).

Before you contact the EMI Independent Study Office for issues logging into the Student Self Service Portal, please go to the [FEMA SID website and review your SID profile for accuracy](#).

If you have forgotten your SID, please go to the FEMA SID website and [Retrieve Your FEMA SID](#)

If you need further assistance, please contact us at Independent.Study@fema.dhs.gov.

All fields are required.

First Name:

Last Name:

Valid 10 Digit Student Identification (SID) Number:

Enter your city of birth as entered in your SID profile:

3. Click Submit

Enter your city of birth as entered in your SID profile:

Submit

4. Once signed in, you will be asked to select an option

- IS Course Certificates
- Student IS Transcript
- Official IS Transcript
- Log Out



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i Visit our [COVID-19 page](#) and the [CDC Coronavirus page](#) for the latest updates on the pandemic response.

EMI Student Portal

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SID#: XXXXXXXXXX

Select an Option:

IS Course Certificates

Student IS Transcript

Official IS Transcript

Log Out

5. Select IS Course Certificates

6. Select the course certificate you would like to download



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EMI Student Portal

AMANDA

SID: [REDACTED]

Select the links below to open or download a PDF of your IS Course Completion Certificates.

[IS-00100.c: Introduction to Incident Command System, ICS-100](#)

7. Save the certificate to your computer

My Computer HD58881 > Documents

Search Documents

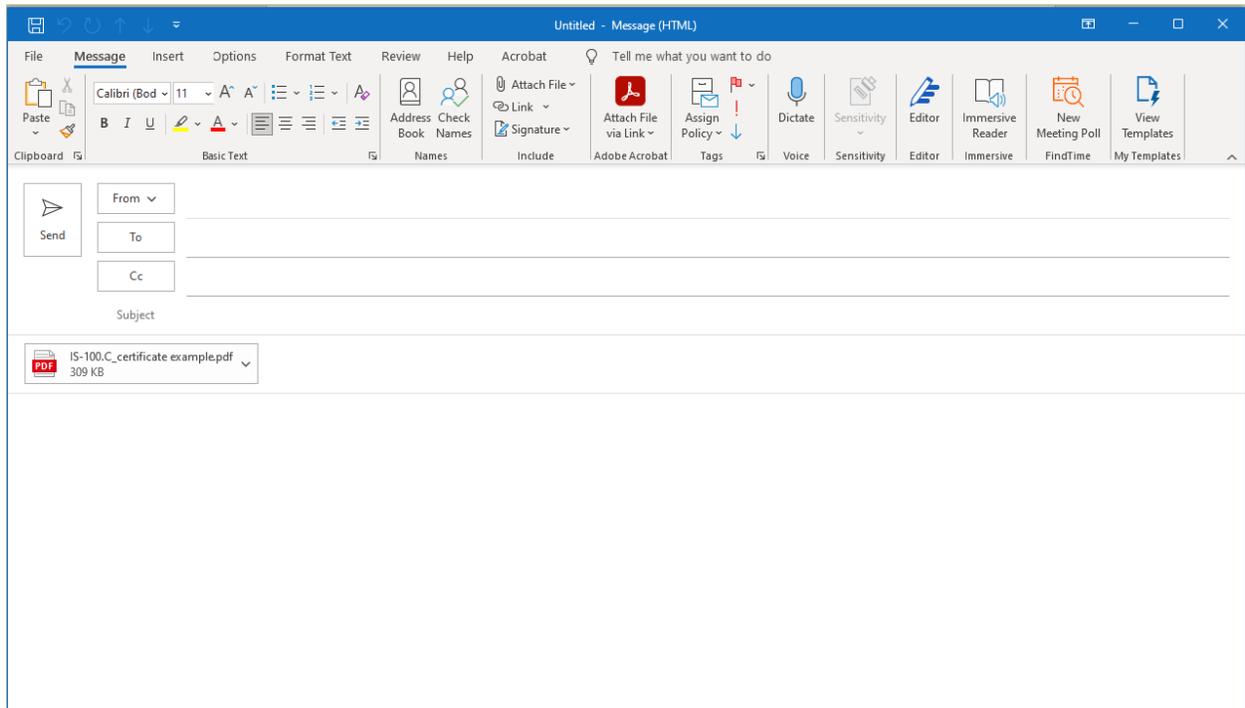
Name	Date modified	Type	Size
Custom Office Templates	12/5/2022 11:22 AM	File folder	
DYMO Label	12/3/2022 9:26 AM	File folder	
My Data Sources	12/7/2022 11:10 AM	File folder	
My Received Files	5/22/2023 10:38 AM	File folder	
OneNote Notebooks	1/12/2023 4:22 PM	File folder	
Zoom	1/25/2023 9:36 AM	File folder	

100.C_certificate

Adobe Acrobat Document

Save Cancel

8. Attach to an email



9. Repeat for all necessary certificates