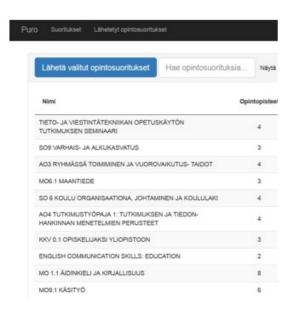
In the Puro service, you can view your study attainments and send studies completed elsewhere to be recorded in the study register of your home institution.

1. Log in the service: https://puro.joopas.fi/ the with the user ID of your home institution

Kirjaudu palveluun

2. You get a list of your study attainments by selecting:



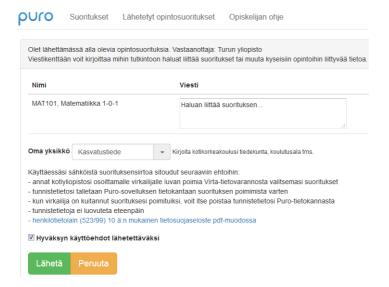


3. You can view the studies you have completed elsewhere than at your home institution by selecting:



- 4. In this list, select the studies the attainments which you wish to send to your home institution.
 - In the Viesti (message) field, write to which degree you wish to attach the studies or other information related to the studies in question.

- In the "Oma yksikkö" ("Own unit") field, write the faculty, field of study etc. of your home institution. (the unit information you have registered earlier is shown in the menu)
- Accept the terms of use and select "Lähetä" ("Send").



You can view the status of the study attainments you have sent under "Lähetetyt opintosuoritukset" ("Sent study attainments"). Once your study attainments have been processed you can remove them from the list.

Hyväksiluettavaksi lähettämäsi opintosuoritukset



You can still view all your study attainments in the service by selecting "Hae opintosuoritukset" ("Retrieve study attainments") and you can view them in the Puro service.