**How to Upload Your Documents In UCareerPath**

**Step 1: Locate UCareerPath on CIS**

- * CIS default location: left of screen (can be dragged to another location on CIS homepage)

**Step 2: Select “Documents”**

**Step 3: Select “Add New”**

**Step 4: Follow the directions and HIT SUBMIT!**

**Step 5: View and Add Additional Documents**

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