

Riipen



LEVEL UP

BOULDER COUNTY

in partnership with





School Passholder Sign-Ups

Level UP Boulder County has partnered with Riipen - a project-based learning platform - to provide learners with the opportunity to apply what they've learned in theory to real scenarios provided by companies. We'd like to provide you with free access to become an industry partner on Riipen.

Step 1: Sign Up

Please sign up for Riipen using this special link from Level UP Boulder County:

https://app.riipen.com/sign-up-wizard?school_pass_token=d6f215c6-c719-4402-9835-34d1f10042e4

As part of the sign up, you'll be walked through creating both a **personal** profile, and a profile for your **company**, which you can invite colleagues to.

- [What is a Company Profile on Riipen?](#)

Step 2: Create a Project

In order to get connected to learners, you will need to [Create a Project on Riipen](#). Your project will essentially be a description of what you would like learners to do for your company. For this particular program, learners will be completing 80 hour projects. Please make sure that your project scope reflects this. Here is a Level UP [project check-list](#) that can help you with this step.

- [What Makes a Good Project?](#)

If you are setting up your account based on an email invitation from Riipen, you may already have a draft project started for you! You can check this by going to your [dashboard](#). In order to publish a project, you will need to click on the project, and then click on the "edit" button in the top right corner:



Step 3: View Available Course and Internship pages

After you've signed up using the access link, you will be able to see the [CU Boulder course page](#) and the [Front Range Internship Program](#) page currently being offered.

You will also see "My Schools" in your [dashboard](#), as well as recommended courses from the school(s) that you have a pass to.

- [What is a Course on Riipen?](#)
- [What is an Internship on Riipen?](#)
- [What is the difference between a course and an internship on Riipen?](#)



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Step 4: Apply to the Internship or Course page

If you would like to submit your project to one of the Level UP Boulder County pages, click on “Submit Project” in the top right corner of the page ([CU Boulder course page](#), [Front Range Internship Program page](#)). This will prompt you to select a project that you have created. If your project is still a draft, you won’t be able to submit it until you’ve published it.

If you do not yet have a published project on Riipen, clicking on “Submit Project” will take you straight to the Project Wizard in order to create a new project from scratch.

If you need help: If you get stuck at any point, you can access Riipen’s **live chat** by clicking on the orange circle in the bottom right corner of any Riipen page. Riipen’s business hours are 6 am to 5 pm PST. Additionally, you can [book a meeting](#) with an onboarding specialist at Riipen.