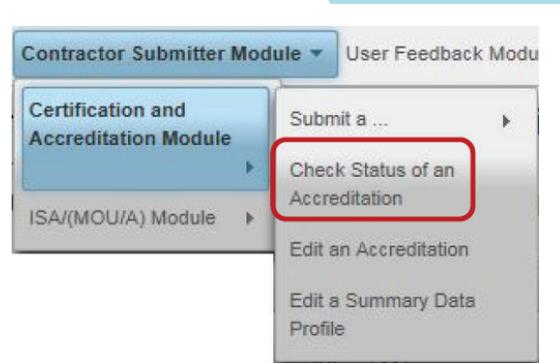


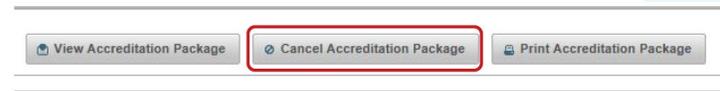
HOW TO Cancel a Pending Submission

1 Select Check Status of an Accreditation from Contractor Submitter Module, Certification and Accreditation Module.

Note: Package/UID must be in Pending Review status in order for it to be canceled.



2 Select the UID to be cancelled, then click on the Cancel Accreditation Package button.



3 A pop-up screen will appear requesting action "Are you sure you want to continue?" Click on the Submit button and the status will be updated to Canceled.

