

Hello -

This is the information on the Substitute Teaching online training session. The session number is - **1631440** - https://www.escweb.net/tx_esc_04/catalog/register/cart.aspx. Cost \$35 – valid for 30 days.

To register for the session, please follow these steps:

1. Visit www.esc4.net –click on **Professional Development** tab, select **user account**, and sign in to your account. If you do not have an account, you will need to make one.
2. Click on **Search** and input keyword or Session ID to search for PD.
3. Select the Session ID to see the description.
4. Select the **blue register button** to register for the session.
5. **Follow the prompts to complete registration.**

You will know you have successfully registered when you see a screen saying ‘**Thank you for your registration.**’

Please note once you register and pay for the session, you have **30 days from the payment date** to complete the course. Training is approximately 6 hours long.

It is important that each time you log of the session, you must click “Save” to keep your information, including when you complete the course.

If you have registration or certificate issues, please contact registration services at register@esc4.net or via phone at 713-744-6326.

Thank you and have a wonderful learning experience.

Best wishes,

Leticia Loera
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