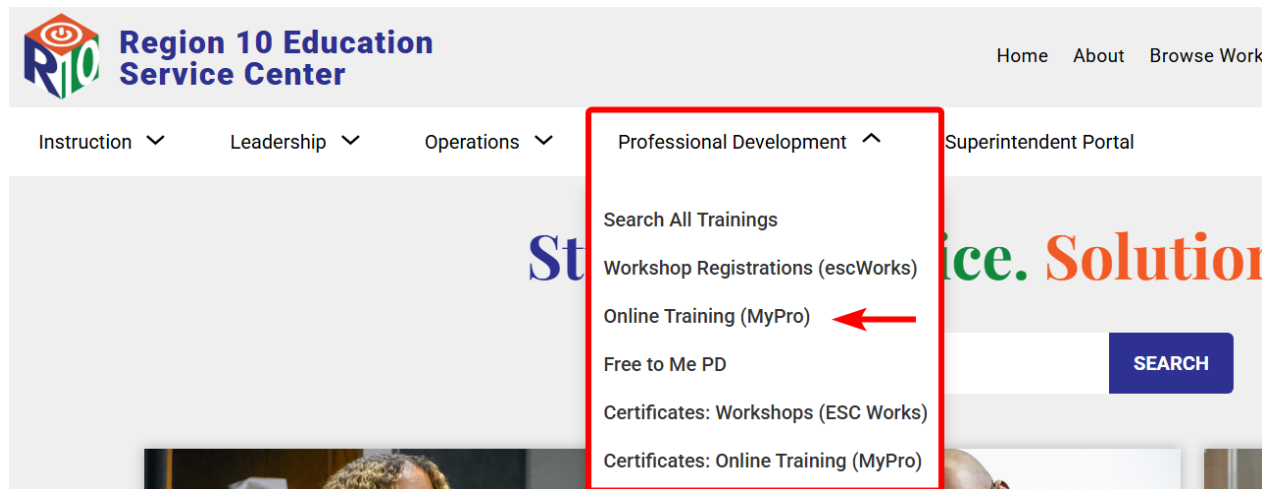


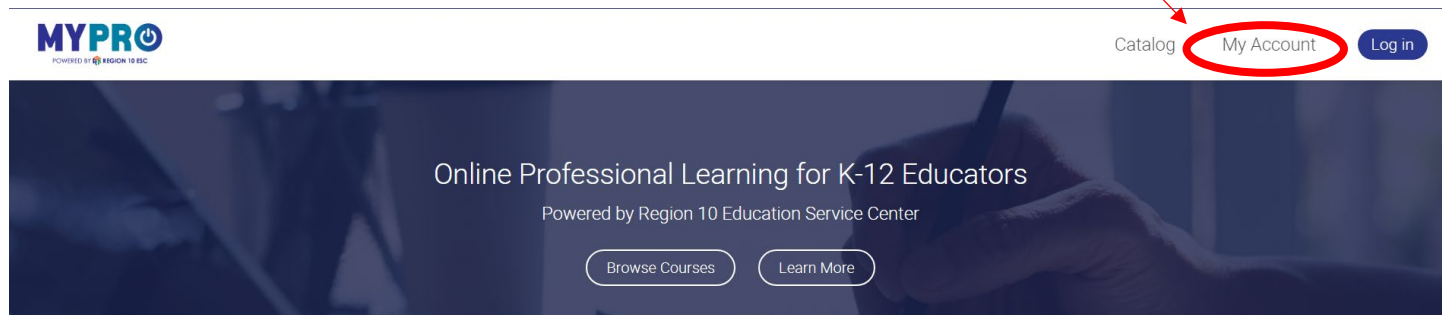
How to register for the Surrogate & Foster Parent Training Module

Go to the Region 10 website at www.region10.org. At the top, click the **Professional Development** dropdown, then click **Online Training (MyPro)**.



Create an account

If you are a first-time user, you will need to create a user account. To do this, click on **My Account** at the top of the screen.



New Customers

If you are NEW to the Region 10 Education Service Center, click on the **Create New Account** link below and complete the information requested.

[Create New Account](#)

Then click on Create New Account

Validate your new account:

- You will receive an E-mail confirmation with instructions.

New Account Registration

Please complete all required fields:

- * Primary Email (Username)
- Optional Secondary Email
- * Salutation -- Select --
- * First Name
- Middle Initial
- * Last Name
- * Home Address

Complete the fields to create your account.

Organization Filter

Region 10 Campuses	All Tx Campuses
Tx Private Schools	Tx Charter Schools
LEA Admin/Staff	ESC/TEA Staff
Other	

Choose a button above to FILTER the Organization and Campus lists below. Click the ? icon for more information.

* Organization

* Campus

TIP: If you cannot locate your Org/Campus in the dropdown try the Advanced Search below.
If you still can't find your Org/Campus. Choose "Other" above and please submit a help ticket on the next page AFTER:

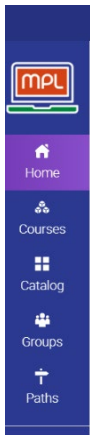
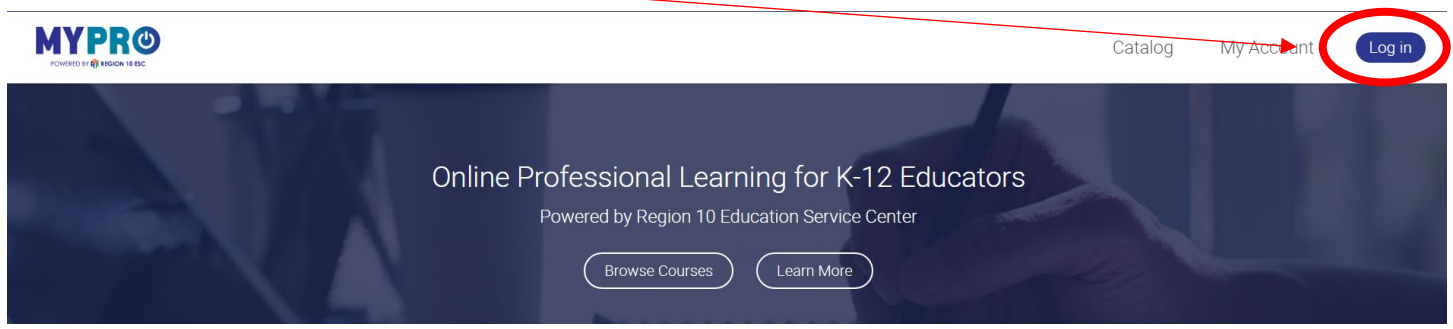
Near the bottom of the account creation form, click on the All Texas Campuses box, select the school district that your child attends and then select the campus.

Click Create Account

You will receive an email at the email address that you provided while creating the account. Please log into your email and click the link to verify your account. If you can't find it in your primary inbox, please check your Junk and Spam folders.

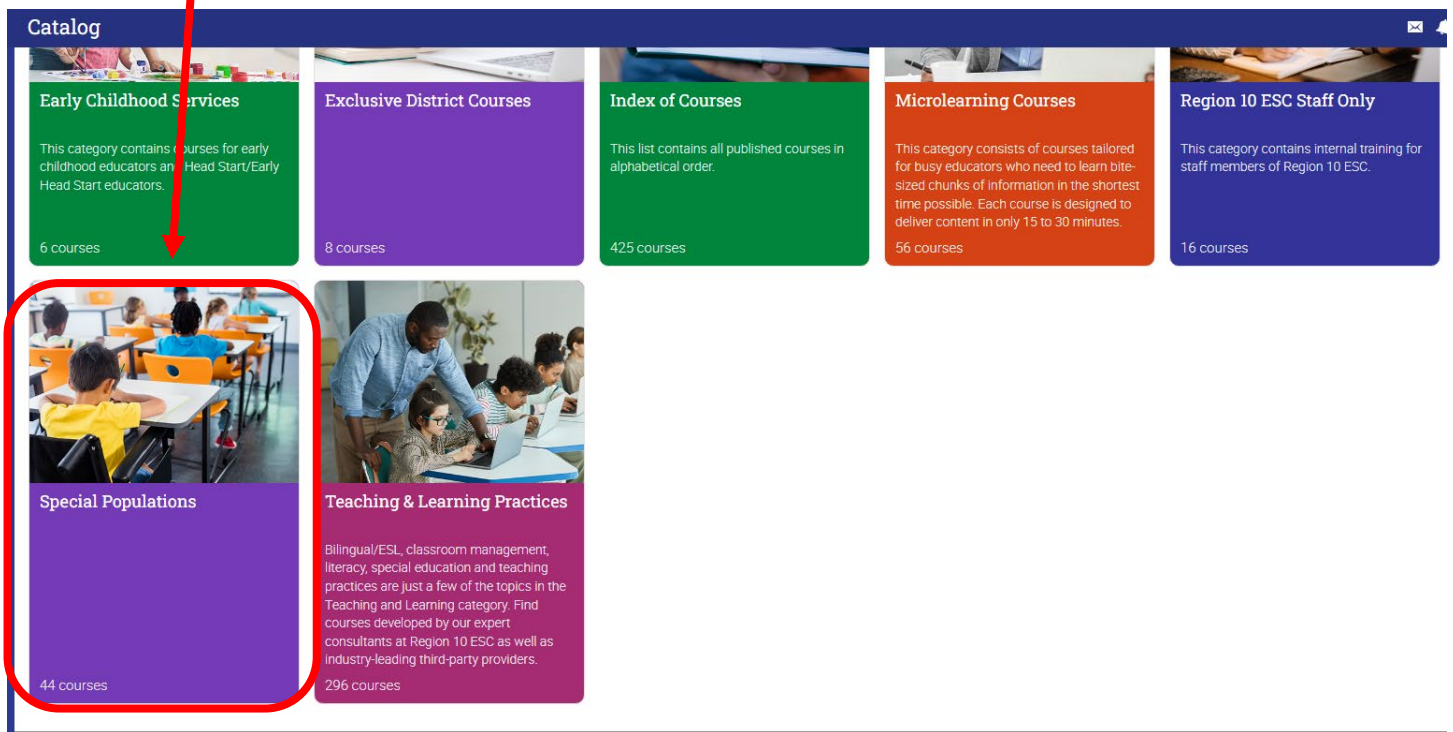
Login in to your account

Click the Login in button at the top right corner of the screen.

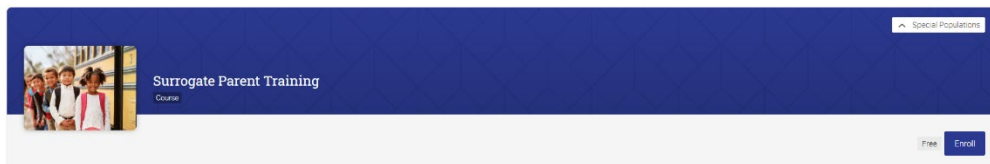
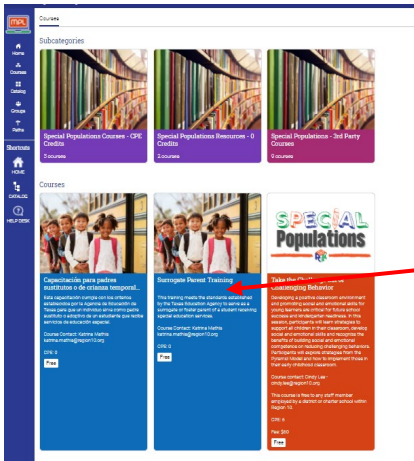


On your home page, click the Catalog icon in the menu on the right side of the screen.

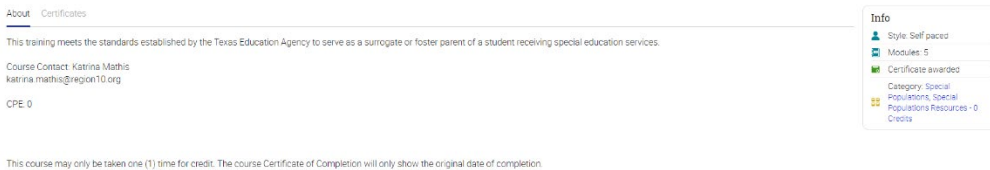
On the My Professional Learning Catalog page, scroll to the bottom, and click on the **Special Populations** tile.



On this page, click on the **Surrogate Parent Training** Tile



Click Enroll



You are now enrolled in the course and can begin the training modules by clicking on the Start button on the Welcome Module

The screenshot displays a course interface. At the top, a notification bar states "You are now enrolled in this course". Below this, a "Modules" section lists five items: "Welcome Module" (2 sections), "Section 1: Surrogate and Foster Parent Training" (2 sections), "Section 2: Surrogate and Foster Parent Training" (2 sections), "Section 3: Surrogate and Foster Parent Training" (2 sections), and "Section 4: Surrogate and Foster Parent Training" (3 sections). The "Welcome Module" card features a "Start" button, which is highlighted by a red arrow. The other four cards are marked as "Locked". On the right side, there is a "Progress" section showing 0% completion, an "Announcements" section with "None", a "Status" section showing "unenroll" and "Enrolled: Sep 14, 2021", a "Course Facilitator(s)" section listing "Karina Matnis" with the email "karina.matnis@region10.org", and a "Technical Assistance" section with a list of help topics.

You must complete the modules in order. There are 4 sections and each section has a quiz that must be completed to move to the next session. You must view the video and then complete the quiz in each section. A total of three attempts is allowable per section to obtain mastery. The module will guide you through the progression.

Once you complete the training you will receive a certificate of completion that you can provide to your district and/or other institution as documentation of your completion of the Surrogate and Foster Parent Training.

If you need assistance, please contact

bryan.wilson@region10.org or sarah.untersee@region10.org