



Guest Teacher Training Registration Information

Register for the Guest Teacher Training Program

Please use the link below to register for the Guest Teacher Training Program.

<https://www.mylearningplan.com/Webreg/catalog.asp?H=1&D=22654>

If the link does not redirect you, copy and paste it into your internet browser.

1. Type in the Search Term box: "Guest Teacher"
2. Click on "Search"
3. The Guest Teacher Training options will be listed as **Guest Teacher Training - Online**
4. Click on the BLUE title for the Guest Teacher Training - Online.
5. Click on "Enroll"
6. Click on "I'm a New User".
7. Enter your First Name, Last Name, and email address. **IMPORTANT: All communication will be via the email address you use during registration.**
8. Click on "Submit"
9. Complete the data requested to create your account. **IMPORTANT: When entering your district, choose "Other-Not listed".**
10. Click "Create Account"
11. You will be redirected back to the enrollment for Guest Teacher Training.
12. Choose your payment option. **IMPORTANT: If you make payment with a check or purchase order, you will not receive access to the training until MIU IV has received that payment.**
13. Click "Agree to Terms & Conditions"
14. Click "Submit"
15. If you chose to pay with a credit card, a pop-up screen will appear requesting your credit card information.
16. You will receive an email notification "Course Registration Conformation"



When MIU IV has received your registration information for Guest Teacher Training - Online, we will send you instructions on how to join

our training. The information will be sent out on the business day AFTER you have registered.

IMPORTANT – All communication will be via the email address you used to register.

If you have any questions or concerns, please feel free to contact Cheryl Pilch.

Cheryl Pilch

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