

## SystemsGo - How to Sign Up

The SystemsGo program may be successfully implemented by following this step-by-step process.

1. Get comfortable with the program. Read and/or speak with SystemsGo to ask any questions about the program.
2. Complete the application for the level of training you're interested in and submit it electronically by email or via fax (830-997-3577).
3. SystemsGo will obtain a written confirmation from the principal of the school in which the SystemsGo Program will be implemented to ensure the appropriate resources, classroom, teacher and budget will be provided in order for the program to be successful for a minimum of two years.
4. SystemsGo will provide a Licensing Agreement to be completed/signed by the principal and the teacher to be trained delineating that the curriculum will be used in an appropriate manner within SystemsGo guidelines.
5. Upon receipt of an original copy of the Licensing Agreement, the teacher will be officially signed up for SystemsGo training.
6. SystemsGo will provide the principal and teacher confirmation of the status and also resources for the teacher to prepare for training. The *STEM Endorsement* brochure from SystemsGo will assist the school's counseling department.

