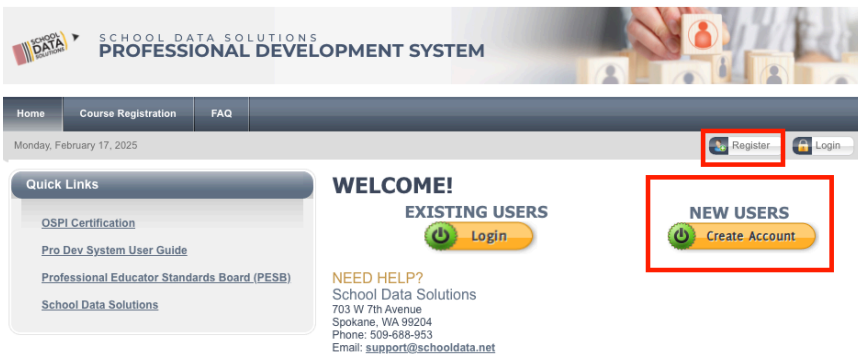


Create a SchoolData.net Professional Development Account

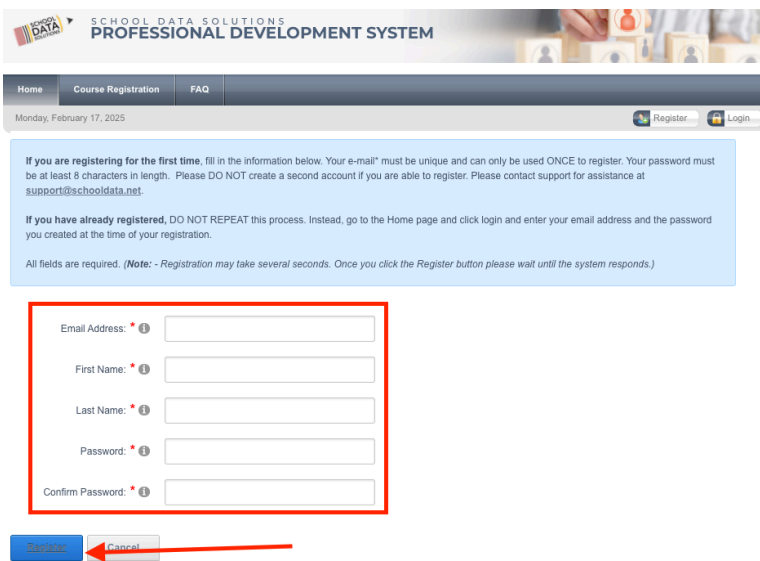
To register for sessions, you must create an account in the SchoolData.net Professional Development System as a new user.

Note: If your District subscribes to our Professional Development System application, you must create a new account in our SchoolData.net. The two systems are separate. **Please do not create a second account. If you have already registered, log in as an Existing User instead.**

1. Start by navigating to <https://prodev.schooldata.net/Home.aspx>.
2. Click the **New Users Create Account** or **Register** button to the right.



3. Complete the required fields: Email Address, First/Last Name, Password, and Confirm Password. **Note:** Your email must be unique and can only be registered ONCE. The password must be at least eight (8) characters in length.
4. When finished, click the **Register** button in the bottom left.



If you are registering for the first time, fill in the information below. Your e-mail* must be unique and can only be used ONCE to register. Your password must be at least 8 characters in length. Please DO NOT create a second account if you are able to register. Please contact support for assistance at support@schooldata.net.

If you have already registered, DO NOT REPEAT this process. Instead, go to the Home page and click login and enter your email address and the password you created at the time of your registration.

All fields are required. (Note - Registration may take several seconds. Once you click the Register button please wait until the system responds.)

Email Address: *

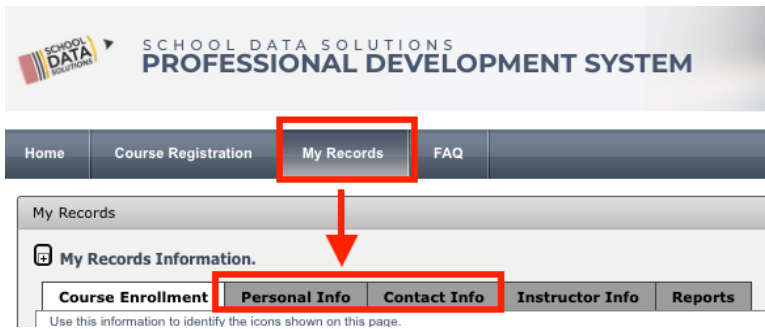
First Name: *

Last Name: *

Password: *

Confirm Password: *

5. Complete your Location and Membership: **Position Type, Position, Organization, and District**. Then, click the **arrow** to proceed to the next page and add your contact information, including **Address** and **Phone Number**. The information you provide will be used to contact you regarding your course registrations. It will not be shared outside the system.
6. This information can be updated at any time under the My Records tab, then by selecting the **Personal Info and Contact Info** tabs.



7. After completing the personal and contact info tabs, click the **Activate Account** button. Your account will be activated, and you are now ready to register for courses.

Please contact support at support@schooldata.net for assistance if you need help.