

### ProStart Educator Registration Instructions for NRAEF.org

1. Go to <http://www.nraef.org/PS/UserProfile/UserLogin.aspx> and select "Create New Profile."
2. Fill out the **User Registration Form**.
3. Using your new log-in information, and log in to your account.
4. Once logged-in, go to the "Register as an Educator" section of our website (<http://www.nraef.org/PS/services/proctor/default.aspx>).
5. Under "Choose Your Program" select **ProStart Educator**.
6. Select your school.\*
7. After selecting your school, on the next page, select the curriculum you are using and how many students will be in each class level.
8. Fill out the reference section with two professional references' contact information.

*\*If your school is not listed, please select **School Request** and click continue. There will be a form to complete and submit. Please be sure to fill-in your school's contact information. **Please note it may take up to four days before the new school will appear on the website.***

Once your registration is complete, an email will be sent to your State Coordinator for approval. It may take up three days to process your registration after it has been approved.