

Here are the steps to document your training in STI PD:

1. Log in to STI PD.
2. Click on “My History”.
3. Scroll all the way to the bottom and click “submit new training history to be approved”
4. Complete the information including the hours and submit

This will be sent to Assistant Principal for approval. Once she has the documentation of your workshop, she will approve your hours.

Please direct questions to Assistant Principal.