How to log in to Go Sign Me Up

Go to [www.tbaisd.org](http://www.tbaisd.org)

Click on “Professional Development”

You will click “LOG IN” in top RIGHT corner of screen

*If you are registering to take a Professional Development course you must log in as a STUDENT*

Once you are logged in find the course you want to attend

Click “Add to Cart”

Follow next steps to check out

**You will receive a confirmation email to the email linked to you Go Sign Me Up Account**
Create Account for Professional Development

Go to www.tbaisd.org

Click on “Professional Development”

In the top RIGHT corner, click on CREATE ACCOUNT

**Go Sign Me Up is NOT compatible with iPhone, iPad or tablets. Must be done on computer**

Fill in necessary information.

Click “Agree and Create Account”

From there you will be logged in and able to add courses to your cart and check out.
CANCEL your Professional Development Enrollment

Go to www.tbaisd.org

Click on “Professional Development”

Click on

You will click “LOG IN” in top RIGHT corner of screen

Click on “MY ACCOUNT” at the top RIGHT corner of the screen once you have logged in.

The courses you are enrolled in will be listed under “Courses” in the lower RIGHT corner of the screen
Next to the date of the course, click on the DROPPDOWN and select “CANCEL”
You will be asked if you are sure you want to cancel.
Click “YES”.
You will receive a confirmation of cancellation to your email address.

**Forgot Username or Password**

Go to [www.tbaisd.org](http://www.tbaisd.org)

Click on “Professional Development”

From there click “LOG IN”
If you cannot remember your username or password, click “FORGOT YOUR USERNAME OR PASSWORD?” link under the space for password.

Follow next steps to retrieve your username and password.