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Instructions for accessing the HSI *Instructor Trainer Course (ITC)*

Instructors:

- Log in to your Instructor portal
- Go to **Instructor > Instructor Development**
- Under **Enrichment Courses**, click on the *HSI Instructor Trainer Course (ITC)*
- Complete the ITC which includes the new, blended *HSI Instructor Development Course (IDC)*
- Pass the ITC exam with score of at least 70%
- Ask your TC Director to complete and pay the ITC fee (this price includes shipping cost of the new ITG)

Watch the Instructor video [here](#).

Training Center Directors:

- Log in to your TCD portal
- Go to **Instructors > Manage Instructors**
- Select your name from the list
- On the far right, click the **Menu** (three dots) and select **Online Training**
- Under **Enrichment Courses**, find the *HSI Instructor Trainer Course (ITC) 2020* and click the **Add Course** button
- Under Course Name, click **Launch Course**
- After completion, go to your Dashboard and click **IT Action Center** to complete and pay the ITC fee (this price includes shipping cost of the new ITG)

Watch the TCD video [here](#).