

How a Professor Enrolls

- 1) Visit the [Professor Submission enrollment](https://www.registerblast.com/tarleton/professor/enroll) link.
(<https://www.registerblast.com/tarleton/professor/enroll>)
- 2) Complete the quick and easy Professor Enrollment form:
 - a) **First Name**
 - b) **Last Name**
 - c) **Email** – Enter the email address that will be used for the log in.
 - d) **Password** – Passwords must contain at least eight characters, including at least one number, one uppercase letter, and one lower case letter.
 - e) **Confirm Password** – Enter the same value entered in the “Password” field obviously.
- 3) Click “**Enroll.**”
- 4) Once you have completed your enrollment, please email caat@tarleton.edu **BEFORE** you attempt to create a submission.

Tips:

- 1) After you enroll, click “**this link**” when the new page loads.

Welcome

Your enrollment has been accepted and your testing director has been contacted. You may use [this link](#) to log in and manage your submissions.

- 2) Enter your **Email** and **Password**.
- 3) Click the “**Sign In**” button to access the RegisterBlast admin portal.
- 4) We recommend that you **Bookmark** the new page for future access.