Thank you for contacting me in-regards to the Course and Program Proposal System - Curriculog Training!

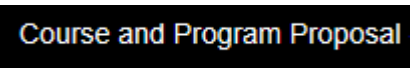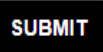Please follow the directions below for accessing registration for Office of the Registrar Training for Course and Program Proposal System -Curriculog training.

Directions to Register for Office of the Registrar Curriculog Training:
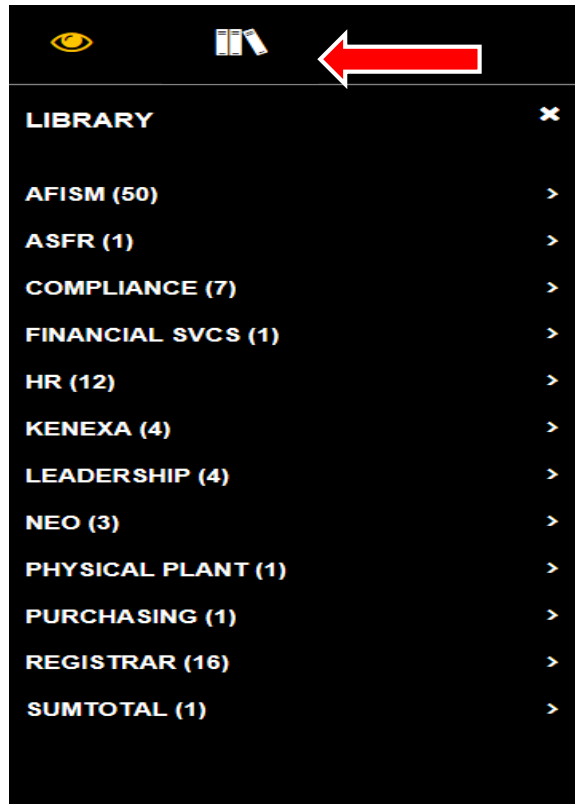
1. Log in to Sum Total using the following link:
   https://texastech.sumtotal.host

2. Click on the Books icon located in the top, left-hand corner [   ] ,the Library will be listed

3. Navigate to the REGISTRAR title and click on the arrow this will prompt a drop-down list of the [▼] Office of the Registrar trainings. Make a selection by clicking on Course and Program Proposal [Course and Program Proposal] .

4. Once Course and Program Proposal has been selected, navigate to SELECT icon [SELECT ▼] .

5. Then, click on the down arrow [▼] for the Register option and click the Register option.

6. Click on the Submit icon [SUBMIT] to register for training.