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- Step 1:** After you have taken the Instructor Course, you will need to register as a user on Atlas. Click this link for instructions on how to register in the Atlas platform: [Job Aid: First-Time Login to Atlas \(PDF\)](#)
- Step 2:** Your Training Center will issue your new instructor eCard once you have completed all the steps necessary to become an instructor.
- Step 3:** Your Instructor eCard will appear on your Atlas Dashboard once it has been issued. You will then be able to request affiliation with the North Georgia Technical College Training Center. The Training Center will approve the alignment request once received and agreement forms are signed and returned with instructor candidate application.