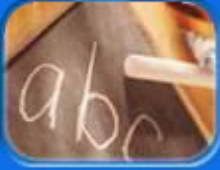


## Registration for Teachers and Substitutes

Type in [www.SubstituteServiceUSA.com](http://www.SubstituteServiceUSA.com)----\*\*\*\*\*NOTE: THIS IS A NEW WEBSITE.

Next click on the Customer Login Tab.



The Substitute Service  
because learning should never stop

- ▶ About Us
- ▶ Services
- ▶ FAQ
- ▶ Customer Login
- ▶ Contact Us


**The Substitute Service** is the premier substitute teacher placement specialist. Since 1984 we've been the leader in providing personalized service to fit your individual school district's needs.

Each day in America, thousands of teachers will be absent for a variety of reasons. At the Substitute Service, we believe learning should never stop. That's why our service is always working for you 24 hours a day, 7 days a week.

Currently, 46 school districts rely on our teacher placement specialists to ensure each absence is tracked, reported, and covered. The Substitute Service was founded on the premise that there is no substitute for a great education.

The Substitute Service.  
Because learning should never stop.

[E-mail customer service now.](#)



The Substitute Service  
because learning should never stop



User Name:   
Password:   
User Type: Administrators

[Forgot Password](#)

[If you haven't registered yet, click here.](#)

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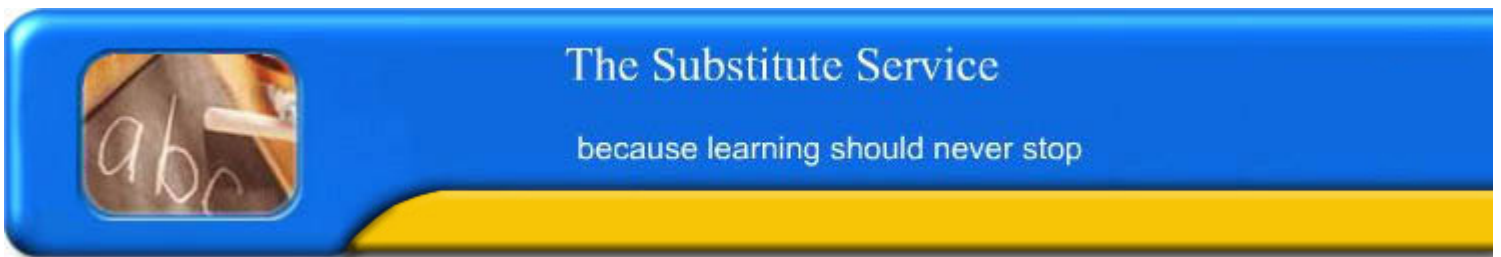
Click on the link to register. If you are already registered, enter your User Name, Password and User Type. If you have forgotten your password, click on the "Forgot Password" link.

***Note: In order to register, TSS must have you as an existing teacher or substitute, with your phone number in the TSS database.***

***You will also need to have an email address. Once registered, your e-mail address will be your User Name.***

If you have a technical problem, please call 973-660-1184

If you do not have an email account there are many sites that will provide you one for free.



Register with us

Last Name:

Phone: (  )  -

User Type:

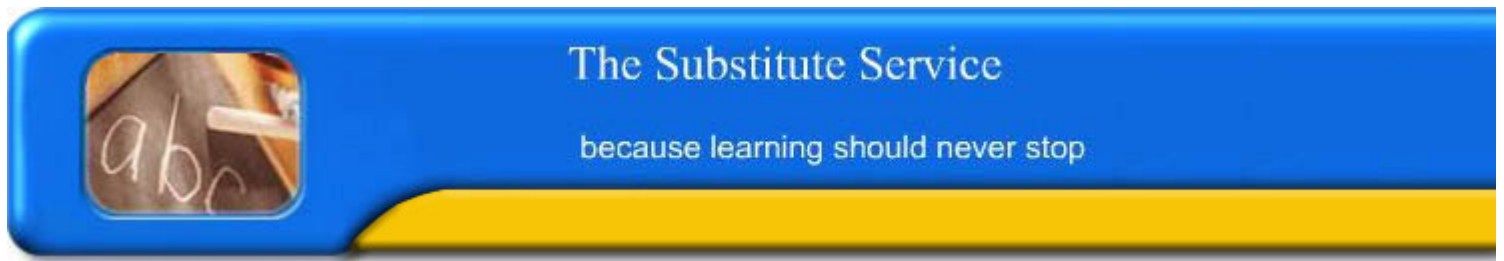
Step 1. Type in your last name.

Step 2. Type in your phone number.

Step 3. Select your User Type – Teacher or Substitute.

Step 4. Click on register.

Note: If a message appears “no record found”, please follow the instructions on page 2.



Enter Password:

Confirm Password:

Enter Email:

Confirm Email:

Enter your password and confirm. ***Passwords must contain 7 characters.***

Enter an Email and confirm. (The Email provided must be an active Email address).

Click on Submit.

If we find a match in TSS database the following message will appear.

**An email has been sent to you. Please follow the instructions in it to activate your account.**

Go to your Email account you will have an Email from [tsslc@aol.com](mailto:tsslc@aol.com) with subject Account Activation.

The Email will provide a confirmation of your username and password.

A sample is on the next page.

Dear John Doe:

Thank you for registering. The email address you registered with us will be your username and the password that you registered will be your password. [Please click here to activate your account.](#) Your username is John.Doe@yahoo.com and your password is secret1.

IF YOU DO NOT RECEIVE THE E-MAIL, PLEASE CALL 973-660-1184.

In order to activate the account you must click on the link provided to you in your Email. Once you click on the link it will bring you to the Customer Login page. (Once you have registered you will only have to go to [www.substituteserviceUSA.com](http://www.substituteserviceUSA.com) to login.

The Substitute Service  
because learning should never stop

- ▶ About Us
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- ▶ Contact Us

User Name:

Password:

User Type:

[Forgot Password](#)  
[If you haven't registered yet, click here.](#)

Type in your user name and password. . Choose your user type Teacher or Substitute. Click on Login.