

## 2025 Guidelines Instructor Update & Transition Checklist

- Review the new 2025 Guidelines for changes.
- Receive the Training Central email link(s) from ERTSS to complete the 2025 Guidelines Online Instructor Update Course(s)
- Complete the 2025 Guidelines Online Instructor Update Course(s). Course completion is documented in Training Central and Atlas account. Do Not send copy to ERTSS.
- Purchase 2025 Guidelines Instructor support materials for the courses you teach.
- Request the 2025 exams for the courses you teach.
- Download the 2025 ERTSS Course Roster. Use only for 2025 guideline courses.
- Secure the 2025 format eCards used for 2025 guideline courses.
- Discontinue teaching the 2020 guidelines courses. 2025 guideline courses cannot be taught with 2020 materials.
- Begin teaching the 2025 guideline courses with all 2025 instructor support materials and issue 2025 format eCards.