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Texas Educational Support Staff Association, Inc.  
Staff Training for Effective Management (STEM)

## Course Documentation

**Submit this form to:**

TESA Central Office  
P. O. Box 1565, Austin, TX 78767-1565  
(512) 477-0724 Fax: (512) 477-1848

Member # \_\_\_\_\_

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ZIP \_\_\_\_\_

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ESC# \_\_\_\_\_

Fax ( \_\_\_\_\_ ) \_\_\_\_\_

gram\*

Number of clock h

a minimum of three clock hours on one job-related subject taught in a classroom setting by a c  
anscript, certification of completion or have the instructor sign this form.

tor

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