

# Attention Schools...

**TO PARTICIPATE IN THIS FREE PROGRAM WHICH RECOGNIZES AND REWARDS YOUR STUDENTS FOR THEIR POSITIVE ACCOMPLISHMENTS:**



**STEP 1: DESIGNATE AND REGISTER COORDINATOR-** Log on to [www.dotheightthinginc.org](http://www.dotheightthinginc.org), click on the “Register” button on the homepage and fill out the form. Coordinators must submit a new registration every school year!

**STEP 2: PROMOTE-** All materials needed to promote the program throughout your school to teachers and staff are available on our website under the Awards Program/School Information tab. Please distribute as necessary.

**STEP 3: NOMINATE-** Log onto our website, click on the “Nominate” button, and complete the nomination form. Nominations are required to be a minimum of 4 sentences.

**STEP 4: TRACK YOUR NOMINATIONS-** Make sure your teachers, etc. advise you as to who and how many students they nominate. Each school is limited to 15 nominations per month and are due by the 20th of each month unless otherwise noted.

**STEP 5: STAY CONNECTED-** Check out the “Latest News” and the “Coordinator Corner” sections on the homepage of our website for periodic updates.

**BONUS:** All DTRT Coordinators who register for the program and get their teachers, staff, etc. to submit at least one nomination by the first deadline of September 20th, will receive a FREE DTRT T-shirt!

**QUESTIONS Call:** 305-603-6957 **Email:** [admin@dotheightthinginc.org](mailto:admin@dotheightthinginc.org)

**Visit:** [www.dotheightthinginc.org](http://www.dotheightthinginc.org)

