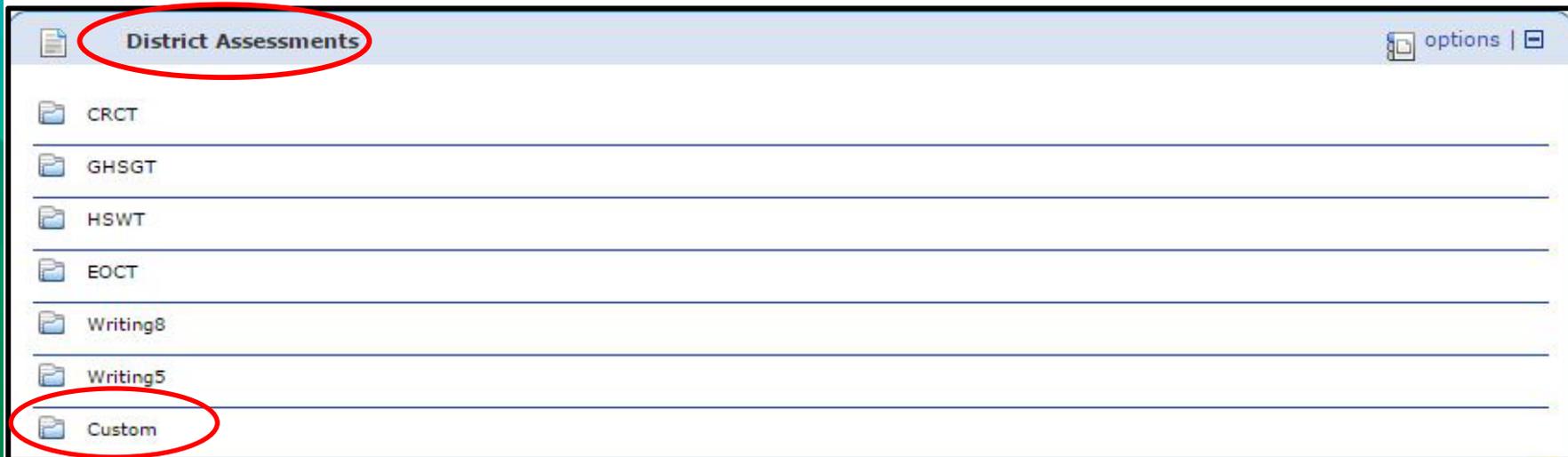


# Helping Teachers Obtain their GaDOE FIP Online Learning Access Code from the District's Test Coordinator

<http://www.gadoe.org/Curriculum-Instruction-and-Assessment/Assessment/Pages/GeorgiaFIP.aspx>

# Directions for District Test Coordinators to Locate FIP Codes

- District Test Coordinators have school-unique FIP online learning access codes in their MyGaDOE Portal Account (see page 74 of the August 2019 edition of the *Student Assessment Handbook*)
- In the MyGaDOE Portal, go to District Assessments. Go to the “Custom Folder.” Scroll near the bottom for a portal notification that contains zip files of FIP *Administrative* and *Learner Access Codes*.



# Two Types of FIP Access Codes

(FIP portal populates when accounts are created with the appropriate role-based access code and the educator's district email address)

- FIP access codes are **unique** to each district and each school.
- FIP access codes include the three-digit state identifier code for the district and the four-digit state identifier code for the school.
- **Administrative Access Codes** end with “-P” (999-0575-B81-P)
- **Administrative** accounts allow the leader to take FIP courses and access the “Management and Reports” tab that IS NOT available FIP **Learner** accounts.
- **Learner Access Codes** end with “-FP” (999-0575-FP). **Learner codes go to teachers and coaches**
- Central Office has a FIP Administrative Access Code, and a Learner Access Code.

# Georgia Department of Education FIP Online Learning Team

**Dr. Allison Timberlake**  
**Deputy Superintendent**  
**Assessment and Accountability**  
**404.651.9405**  
[atimberlake@doe.k12.ga.us](mailto:atimberlake@doe.k12.ga.us)

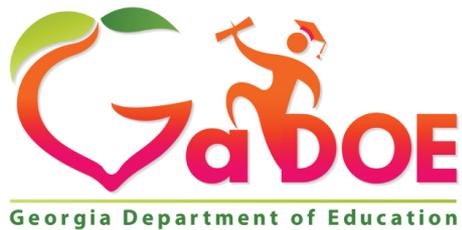
**Kelli Harris-Wright, Ed.S.**  
**Assessment Specialist - GA FIP**  
**404.463.5047**  
[kharris-wright@doe.k12.ga.us](mailto:kharris-wright@doe.k12.ga.us)

**Dr. Sandy Greene**  
**Director**  
**Assessment and Accountability**  
**404.656.0478**  
[sgreene@doe.k12.ga.us](mailto:sgreene@doe.k12.ga.us)

[www.gadoe.org](http://www.gadoe.org)

   @georgiadeptofed

 [youtube.com/georgiadeptofed](https://youtube.com/georgiadeptofed)



**EDUCATING  
GEORGIA'S FUTURE**

