

EDUCATION • FAITH • CITIZENSHIP

TRAINING INFORMATION: REGISTRATION AND FAQs

Required for all parents who have students attending OLL.

Per Diocesan policy, anyone who volunteers or works in any capacity at the parish or school level must complete the Protecting God's Children Program.

How To Create an Online Account and Register For A Session:

Please register online for an awareness session (Virtus training). If you do not have internet access, contact Juliana Sarno at (269) 983-5529. She will give you alternate sites you can use.

You need an email address. It will be used for the follow-up bulletins, if required to do continuing online training. If you do not have an email address, please let your supervisor or Juliana know. They will help you get a free email account at Yahoo! You may use noaddress@virtus.org for now.

Type www.virtusonline.org in your browser's address bar. Click the light green box labeled "FIRST-TIME REGISTRANT". Select "Begin the Registration Process". Select "Kalamazoo, MI" (Diocese) as your organization.

Choose a user name and password you can easily remember. Try using your first and last name, no spaces and small letters. Click "Continue". Provide the information requested on the following page. Click "Continue" to proceed. Provide the requested information.

Select "Our Lady of the Lake Catholic School (St. Joseph)" where you volunteer or work. Select the "role(s)" that you serve within your organization. Please check all that apply. Additionally, if you have a title within your diocese, enter it in the box, i.e. Teacher, DRE, Catechist, Coach & etc.

Click "Continue" to proceed. Answer four yes/no questions. Click "Continue" to proceed. If you have already attended a Protecting God's Children Session, click "YES" otherwise click "NO".

- If you choose "NO" during the previous step, you will be presented with a list of upcoming sessions within your organization. When you find the session you would like to attend, click the "circle" next to the title.
- If you choose "YES" during the previous step, skip this step. If you chose "YES", you will be presented with a list of all sessions that have been held within your organization. Choose the session you attended by clicking the downward arrow and highlighting the session., then click "Complete Registration". You will see a message confirming that you have completed the registration process. If you have correctly entered your email address you will receive an email confirmation.

Please email Juliana at jsarno@ollakers.org when you have completed the online training module.

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FREQUENTLY ASKED QUESTIONS

Who has to attend the Protecting God's Children awareness program?

- All Clergy
- All employees of the Diocese of Kalamazoo and their parishes and schools
- All OLL Parents who have students attending OLL.

Why do I have to attend these sessions? I am not a threat to children!

- You are not being blamed for child sexual abuse. You are seen as the solution.
- You will be trained to identify the risks to children early enough to prevent child sexual abuse from occurring.