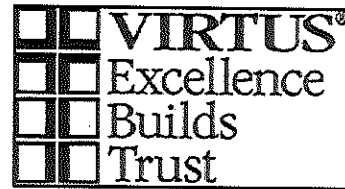


Before attending a **Safe Environment for the Protection of Children and Young People** training, all participants can first register with **VIRTUS Online**.

Please register by going to:

https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=29031

Or you can also go to www.virtus.org and click on 'First-Time Registrant' and select Lafayette, LA from the dropdown list.



Create a user ID and a password you can easily remember. This is necessary for all participants. This establishes your account with the VIRTUS program. If your preferred user ID is already taken, please choose another ID.

Click **Continue** to proceed.

Provide all the information requested on the screen. Several fields are required, such as: First, Middle & Last Name, Email address, Home Address, City, State, Zip, Phone Number, Date of Birth, Driver's License and State, and any additional names.

(Note: Do not click the back button or your registration will be lost.)

Click **Continue** to proceed.

Select the Primary location where you work or volunteer by clicking the downward arrow and highlighting the location.

Click **Continue** to proceed.

Registration Instructions

Diocese of Lafayette, LA

Select your associated **Role(s)** and then enter a brief description of your title or position of your service.

Click **Continue** to proceed.

Note: If you serve at multiple diocesan locations, you will be prompted to select those additional locations in future screen(s).)

Please indicate the primary location where you work or volunteer.

Location: Chesapeake Community College

Address: 10000 University Blvd., P.O. Box 38, Chesapeake, VA 23041

Please indicate any other primary role you perform at this location.

☐ Offsite
Perform any religious, civil or domestic work in place of people, including "relief" people who continue to perform the occasional funeral, wedding, birthday, etc.

☐ Onsite
Including "relief" deceased who continue to assist

BEFORE SELECTING EDUCATION

Read the following carefully. You will be asked to indicate if you have ever performed any of the following activities in the past year.

☐ Educator
Served as teacher, principal, and administrator in classroom within formal facilities and paid or unpaid, and educators.

☐ Employee (Teacher/Paraprofessional)
Paid someone (other than a professional or individual who is employed by a business entity).

☐ Employee (Classroom Specialist)

☐ Volunteer
Non-paid person who assist the Director of Activities

☐ Independent Contractors, Vendors and Other Services

☐ Other
Select this only if the following are applicable. A member of another Agency/Committee/Board and not be working or volunteering in the Office of Activities with an American Red Cross project, including VOTUE, meaning for information only.

☐ Candidate for nomination
(Only Americans should select this role.)

Please insert any additional roles you perform at this location.

☐ Spouse/partner

☐ Deacon/Candidate

☐ Youth

If you have a telephone, enter it below.
If you do not have a cell phone, kindly indicate what you use.

Tell us how you prefer to be contacted: by phone

Signature

Your selected location(s) and role(s) are displayed on the screen.

Select **YES**, if you need to add secondary/additional locations and roles.

Otherwise, if your list of locations is complete, select **NO**.

You have chosen following locations and roles:

Diocesan Central Office (Lafayette)

• Volunteer •

Are you associated with any other locations?

1998

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All registrants please read the Safe Environment Policy.

To proceed, please check the box and provide your **electronic signature** and **today's date**.

Click **Continue** to proceed.

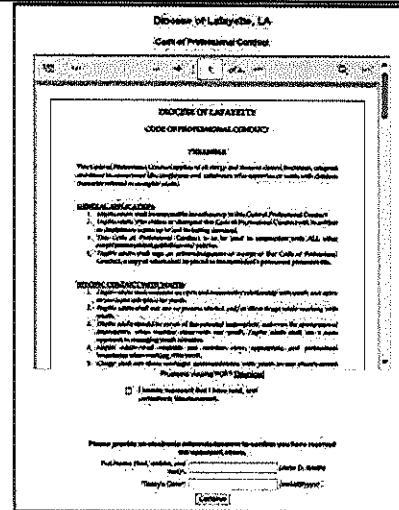
[illegible]

Registration Instructions Diocese of Lafayette, LA

All registrants please read the **Code of Professional Conduct**.

To proceed, please check the box and provide your **electronic signature** and **today's date**.

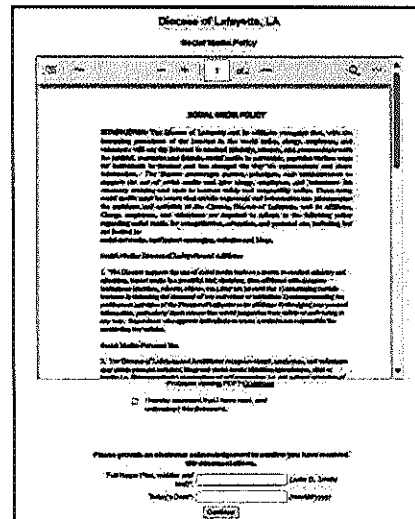
Click **Continue** to proceed.



All registrants must please read the **Social Media Policy**.

To proceed, please check the box and provide your **electronic signature** and **today's date**.

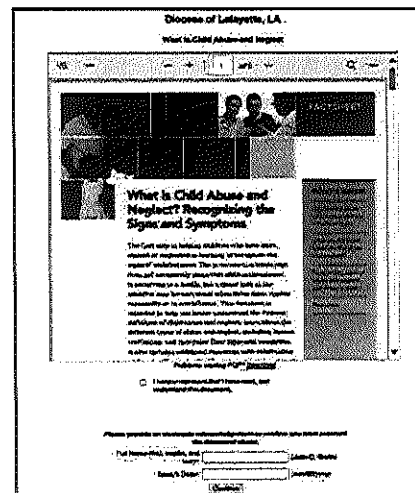
Click **Continue** to proceed.



All registrants must please read the document **What is Child Abuse and Neglect**.

To proceed, please check the box and provide your **electronic signature** and **today's date**.

Click **Continue** to proceed.



Registration Instructions

Diocese of Lafayette, LA

Next you will be presented with a list of upcoming **VIRTUS** Protecting God's Children instructor-led sessions scheduled for the **Safe Environment for the Protection of Children and Young People**.

When you find the instructor-led session training you wish to attend or the accessible online training, click the circle -- and then click **Continue**.

Please select the session you wish to attend.

☐ Safe Environment for the Protection of Children and Young People

Where: Annunciation of the Blessed Virgin Mary Church (Dunside)

When: Sunday, December 31, 2023
5:00 AM

Estimated length of session: 3 hrs

Sessions remaining: 1 of 5

Language: This session will be conducted in English

Notes: This is a placeholder - do not register for this session. This is fake.

[Continue](#)

If presented, please **Complete Your Mind Your Business Background Check** by clicking on **Begin MYB Background Check** where you will be led to MYB's site to submit your information.

Complete Your Mind Your Business Background Check

and through its independent contractor, MIND YOUR BUSINESS, INC. ("MYB"), to procure a firm entitled to a complete and accurate disclosure of the nature and scope of any investigative, governmental agency who may have information relevant to the above to disclose the same to Diocesan agencies and any and all credit bureaus, regardless of whether such person, business entity or source.

you will be directed to the secure website of the company that performs background checks for

Click the button below to be redirected to the Mind Your Business secure website.

[Begin MYB Background Check](#)

MIND YOUR BUSINESS

The following information will be used only by the Background Screener.

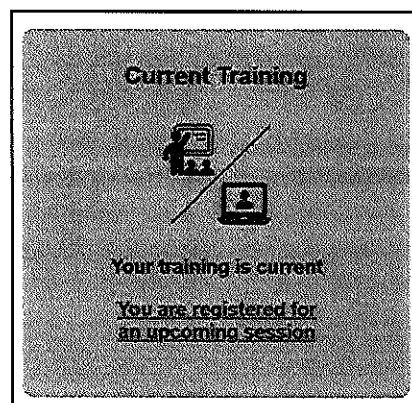
Please enter the following information:

Social Security Number (dashes are required)

[Submit](#)

Please Note: Once you have clicked the "Submit" button the system may take up to a few minutes to transmit your data. During this time, please do NOT click "Submit" again, press the back button on your browser, or refresh the page. When the data is transmitted you will then be redirected to the VIRTUS home page.

Once you have registered for a training session, you will be automatically logged into VIRTUS.



If you have additional questions about VIRTUS Online training, please contact the VIRTUS Help Desk at 1-888-847-8870.

