

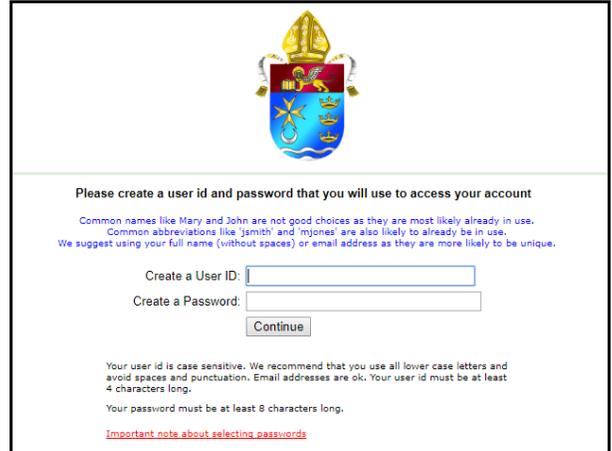
Please click on the VIRTUS link to access the VIRTUS Registration page:

[https://www.virtusonline.org/virtus/reg\\_2.cfm?theme=0&org=35244](https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=35244)



**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. We suggest the use of email addresses as user ID's.

Click **Continue** to proceed.



Please create a user id and password that you will use to access your account

Common names like Mary and John are not good choices as they are most likely already in use. Common abbreviations like 'jambiv' and 'mjones' are also likely to already be in use. We suggest using your full name (without spaces) or email address as they are more likely to be unique.

Create a User ID:

Create a Password:

Your user id is case sensitive. We recommend that you use all lower case letters and avoid spaces and punctuation. Email addresses are ok. Your user id must be at least 4 characters long.

Your password must be at least 8 characters long.

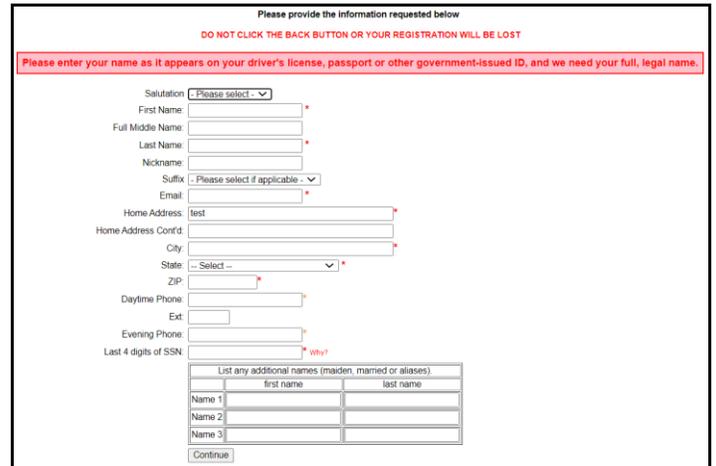
[Important note about selecting passwords](#)

**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, Last four of SSN, and any additional names.

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

Click **Continue** to proceed.

*If you do not have an email address, consider obtaining a free email account at mail.yahoo.com, or any other free service. This is necessary for your VIRTUS Coordinator to communicate with you. If you cannot obtain an email address, enter: noaddress@virtus.org.*



Please provide the information requested below

**DO NOT CLICK THE BACK BUTTON OR YOUR REGISTRATION WILL BE LOST**

Please enter your name as it appears on your driver's license, passport or other government-issued ID, and we need your full, legal name.

Salutation:

First Name:

Full Middle Name:

Last Name:

Nickname:

Suffix:

Email:

Home Address:

Home Address Confid:

City:

State:

ZIP:

Daytime Phone:

Ext:

Evening Phone:

Last 4 digits of SSN:

List any additional names (maiden, married or aliases)

	first name	last name
Name 1	<input type="text"/>	<input type="text"/>
Name 2	<input type="text"/>	<input type="text"/>
Name 3	<input type="text"/>	<input type="text"/>

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

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 select the primary location with which you are associated.

Location:

As a Minor, please select the role(s) "Minor Volunteer (ages 14 – 17).

Click **Continue** to proceed.

Please select the primary location where you **work** or **volunteer**.

Location: (Ascension Parish (Fort Myers Beach))

Please check all that apply. You must select at least one role.

Please select at least one primary role you perform at this location

- Candidates for Ordination
- Contractor/Vendor
- Deacon
- Educator
- Employee  
A religious or lay person employed by a parish, school, diocesan entity or the Diocese.
- Minor Volunteer (ages 14-17)
- Priest
- Volunteer

Please select any additional roles you perform at this location

- Seminarian

If you have a title please enter it below.  
 If you do not have a title, please briefly describe what you do.

Title or Position of Service:

[Continue](#)

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

Select **YES** if you need to add secondary/additional locations. (Follow instructions in previous step to select additional locations.)

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

You have chosen following locations and roles:

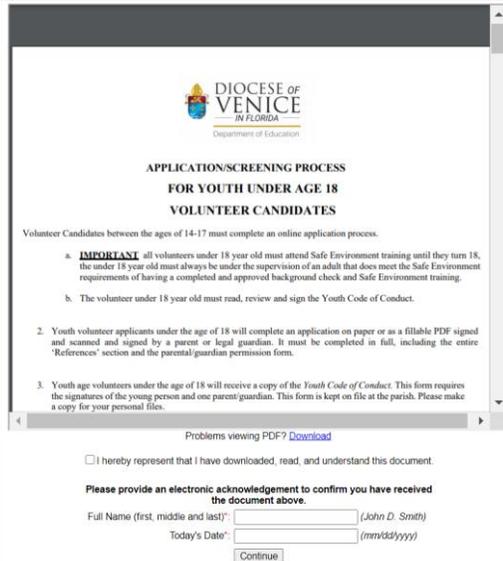
Ascension Parish (Fort Myers Beach)

- Minor Volunteer (ages 14-17) ✔

Are you associated with any other locations?

Please acknowledge the attached document by clicking on "I hereby represent that I have downloaded, read and understand this document" and the electronically sign and date.

Click **Continue** to proceed.



I hereby represent that I have downloaded, read, and understand this document.

Please provide an electronic acknowledgement to confirm you have received the document above.

Full Name (first, middle and last):  (John D. Smith)

Today's Date:  (mm/dd/yyyy)

[Continue](#)

Click on the **green circle** to begin the **Online Training**

Upon completion, the last screen will allow you to **print** a certificate, and you always can log back into your account and access the certificate.

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

**Online Training Courses**

To begin your online training, please click the title of your assigned training:

- Healthy Relationships for Teens 2.0 Online Module\_Expansion with Safe Environment Component**  
Assigned: 08/07/2020  
 Due: 08/21/2020