

**IF YOU ARE A NEW VOLUNTEER, please complete these steps to sign-up in Virtus:**

1. Go to [www.virtusonline.org](http://www.virtusonline.org)
2. Click on new registrant and fill-in your information with location where you will volunteer.
3. Select **Protecting God's Children Online Awareness Session 3.0**
4. Required documents:
  - Acknowledge Code of Conduct, state name and date.
  - Answer Yes/No questions for Disclosure Statement Form
5. Fill-in background check information through [Selection.com/Fastrax](http://Selection.com/Fastrax)
6. Complete training module: Protecting God's Children Online Awareness Session 3.0  
(approximately 30 minutes)
7. After you have completed your online training and passed the background check without any convictions, the Office of Child and Youth Protection will approve them in the VIRTUS database.