



A PROGRAM AND SERVICE OF
THE NATIONAL CATHOLIC RISK RETENTION GROUP, INC.



First-Time

TEEN User

Sign-Up Instructions

All Teen Volunteers (14-17 yrs old)

must complete Safe Environments Training.

This is a one-time 35-minute training.

Go to this website: www.virtusonline.org

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VIRTUS[®]Online



Home About Us What We Offer What to Expect Resources Report Child Abuse Contact Us Help / FAQs

LOGIN FOR EXISTING ACCOUNTS

User ID:

Password:

Sign In

[Need login information?](#)

I NEED LOGIN HELP

FIRST-TIME REGISTRANT

ESPAÑOL: ACCESO O INSCRIPCIÓN



VIRTUS[®] Online Training / Tracking Platform

Protecting God's Children[®] for Adults

Teaching Safety - Empowering God's Children[™]

Protecting All Children[™] for Adults

Pathways[™] for Religious Orders

5 Keys to Monitoring Kids Online Activity



Monitoring and guiding kids' online activity is so important! Here are five areas to consider. [Read More](#)

What is Your Opinion?
Do you use a filter or
monitoring software at home?

- Yes, on all our devices
- Yes, on some devices
- No
- I'm not sure.
- I don't have kids at home to

Start Here!

1st Screen Message

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➔ Begin the registration process.

➔ View a list of sessions.

2nd Screen will ask you to “Select your Organization” from the pulldown menu.

Look for: **Detroit, Mi (Archdiocese)**

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Please select your Archdiocese/Diocese/Religious Organization from the list below:

- Select your organization ----->



Select

DeSales University

Detroit, Mi (Archdiocese)

Divine Mercy Academy in Pasadena Maryland

3rd Screen Message

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Have you previously registered with VIRTUS Online for Archdiocese of Detroit, MI?

4th Screen Message will ask you to "Create a User ID and Password"

Remember this information in whatever format you save your user ID's and Passwords in.

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If you already have a VIRTUS Account, you may reset your password or recover your user ID here: [RECOVER ACCOUNT](#) or you may [contact the Helpdesk](#) or call 888-847-8870.



ARCHDIOCESE
of DETROIT

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

1. Create a user ID - it must be 4 or more characters, and it is case sensitive.
2. Create a password - it must be 8 or more characters, and it is case sensitive.

Create a User ID:

Create a Password:

5th Screen is where the teen will input their specific information. The Teen will be creating their own Account in Virtus. So their birthday and email address are the important for this unique identifier.



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 Cont'd:

City: *

State: *

ZIP/Postal Code: *

Daytime Phone: ** (555-555-5555)

Ext:

Evening Phone: ** (555-555-5555)

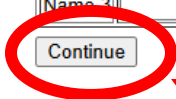
Cell Phone: ** (555-555-5555)

Date of Birth: *

Gender: *

Race/Ethnicity: *

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"/>



To continue to the next screen.

6th Screen select your primary location to volunteer from the pulldown menu.

Look for: **St. Anastasia Parish, Troy**

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In this step, DO NOT select the location of your training session - you will pick that later.

We are asking for the primary location where you work or volunteer.

Please select the primary location where you work or volunteer.

Location:

7th Screen follow instructions included with the instructions for this screen.



In this step, **DO NOT** select the location of your training session - you will pick that later.
We are asking for the primary location where you work or volunteer.

Please select the primary location where you work or volunteer.

Location:

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

Is Location:

St. Anastasia Parish (Troy)?

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

- Independent Contractor
- Employee
Paid personnel who are employed by and work directly for the parish, including stipend individuals.
- Volunteer - Serve more than 3 times within the year
Non-paid persons who assist the diocese (including parishes and schools) such as catechists, youth ministers, CYO coaches, parents, etc.
- Volunteer - Serve 3 or fewer times within the year
- Priest
Any religious order or diocesan priest in active or supply ministry (including "retired" priests who continue to celebrate mass)
- Deacon
Any religious order or diocesan deacon in active or supply ministry (including "retired" deacons who continue to celebrate mass)
- Candidate for ordination
Includes seminarians and candidates for the permanent diaconate

Select this primary role.

BEFORE SELECTING EDUCATOR

Read the description below

DO NOT select Educator if you do not meet the description

If you select Educator and do not meet the description, it will delay your registration and may result in unnecessary charges to your parish or school

- Educator
Salaried Teachers, Administrators/Principals in diocesan and parish schools

Please select any additional roles you perform at this location

- Director of Religious Education
- Eucharistic Minister
- Lunchroom/Playground Volunteer
- Money Handler
- Principal/Assistant Principal
- Rising from the Ashes
- Usher
- Youth Minister

Add: Teen Volunteer

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

Title or Position of Service:

To continue to the next screen.

8th Screen answer appropriately for yourself.

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You have chosen following locations and roles:

St. Anastasia Parish (Troy)

- Volunteer - Serve 3 or fewer times within the year ✓

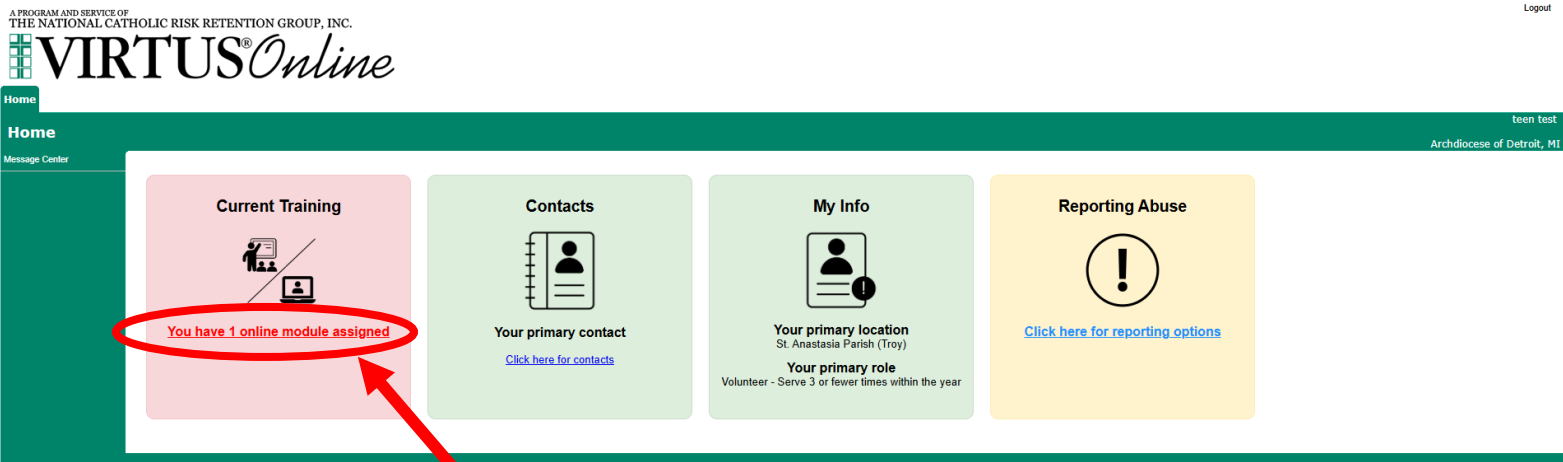
Are you associated with any other locations?

Yes

No

Next Screen will be a quick Thank You Message.

Final Screen will be the dashboard screen for your account.



Select this online module assigned to you.

This is where you begin the Healthy Relationship Training

