

TRAINING SIGN-UP INSTRUCTIONS



Please Note: A criminal background check is also required.
Submit Form AS-1 to your parish or school.

1 Go To: shieldthevulnerable.org



2 Click >>



3

First-Time Signup

Your Organization

Pick Type >> Catholic Dioceses

Select Location >> Birmingham Diocese

If correct, click >>> Confirm

>> 1. click **Catholic Dioceses** from the dropdown list

>> 2. Select *Birmingham Diocese*

***** Part 1 AND Part 2 of the Shield the Vulnerable course "Protect Children" must be completed to meet the requirements of Youth Protection 1.**

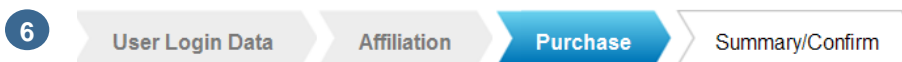


User/Login Data: Fill in the requested information and create your login. Only one person can be named on the registration. It's important to provide a valid email address — if you have one.

NOTE: please write down your ID and Password to log in again at a later time.



Affiliation: Here, you identify yourself as an employee (includes temp, vendor/contractor), volunteer, or parent. Then identify which parish, school or other type of location with which you're affiliated. Finally, identify your position at the Diocese.



Credit Card Purchase: \$9.50 for one license of the required course, Protect Children Part I: Predators & Abuse and Part II: Report Abuse. There are also optional courses you buy. If you want others to train, you can buy more course licenses, add users, and assign courses to them. If you buy more than one course for yourself or others, the price for each additional course is **\$5.00**.



Summary: Review your registration information and if correct and you "Accept" the license, click the "Confirm Signup" button. It will take you to the "My Courses" page to start your training.

Please Note: you must complete BOTH parts of "Protect Children" to meet the requirements of Youth Protection 1.

8 **My Courses Page:** Click "Start" button to open the "required" course. You may take optional once you take the required course.

Assigned Courses (1)				Collapse
Adult Courses	Assigned	Done	Certificate	
✔ Start ▶ Protect Children: Parts I & II	09-22-12	0%		

9. When course is complete print out your certificate and turn it in at your parish or school office.

****Turn this form in at the location where you are or will be serving****

Parish Name OR School Name where you will be a volunteer or employee

Last Name

First Name

Middle Name

Name Suffix

Date of Birth

Social Security Number

____/____/____ - ____ - _____

Phone Number

Extension

Sex

(____) _____ - _____ _____

Home Address

City

State

Zip Code

_____ - _____

Name of the church you attend: _____

E-mail address

Character References (not immediate family)

a. Name _____

Phone () _____

b. Name _____

Phone () _____

c. Name _____

Phone () _____

Previous Residences (for the last 5 years)

City _____ State _____

1. Do you use illegal drugs..... yes no
2. Have you ever been convicted of a criminal offense?
..... yes no
3. Have you ever been charged with child abuse or neglect?
..... yes no
4. Other than the above, is there any fact or circumstance involving you or your background that would call into question your being entrusted with the supervision, guidance, and care of minors? yes no
5. Explain any "yes" answers:

I understand that:

1. The information I have provided may be verified, if necessary, by contacting persons or organizations named in this application, or by contacting any person or organization that may have information concerning me, or by conducting criminal background checks. I hereby release and agree to hold harmless from liability any person or organization that provides information. I also agree to hold harmless the Diocese of Birmingham in Alabama and its institutions, staff and volunteers.
2. In signing this application I affirm the information I have given herein is true and correct.

Signature of Applicant _____

Date _____

Form AS-1 (back)

To be kept on file at
Parish/School

RECORD OF TRAINING

NAME _____

Date	Course Name	Location of Course
	Youth Protection 1	
	Youth Protection 2	