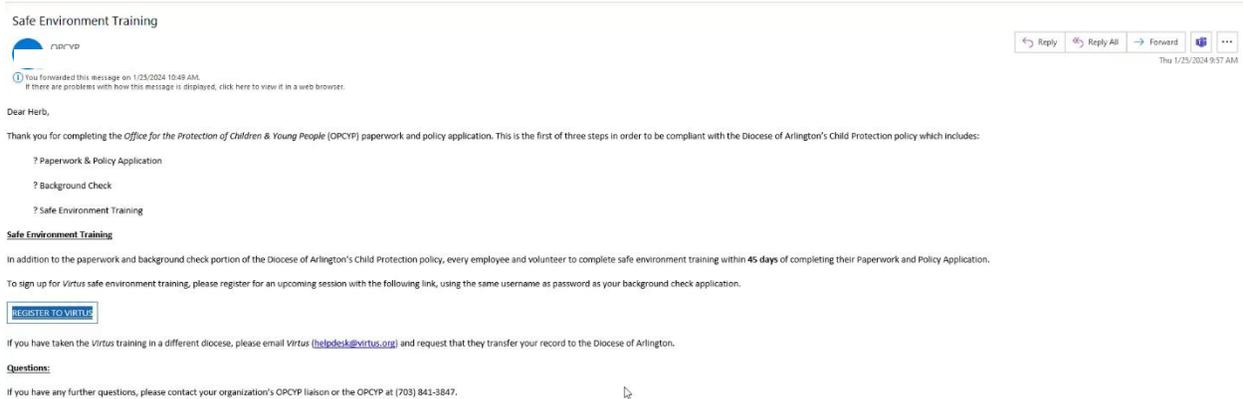
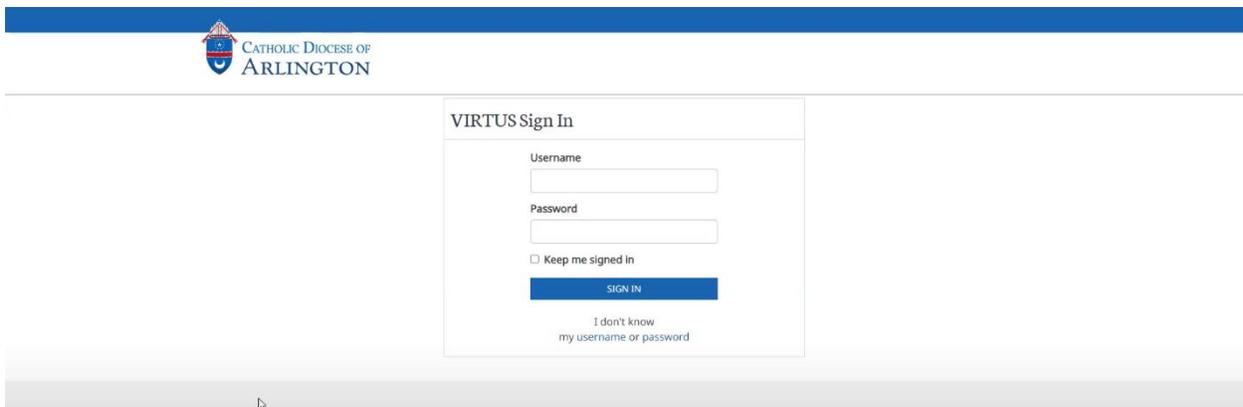


# VIRTUS TRAINING REGISTRATION INSTRUCTIONS

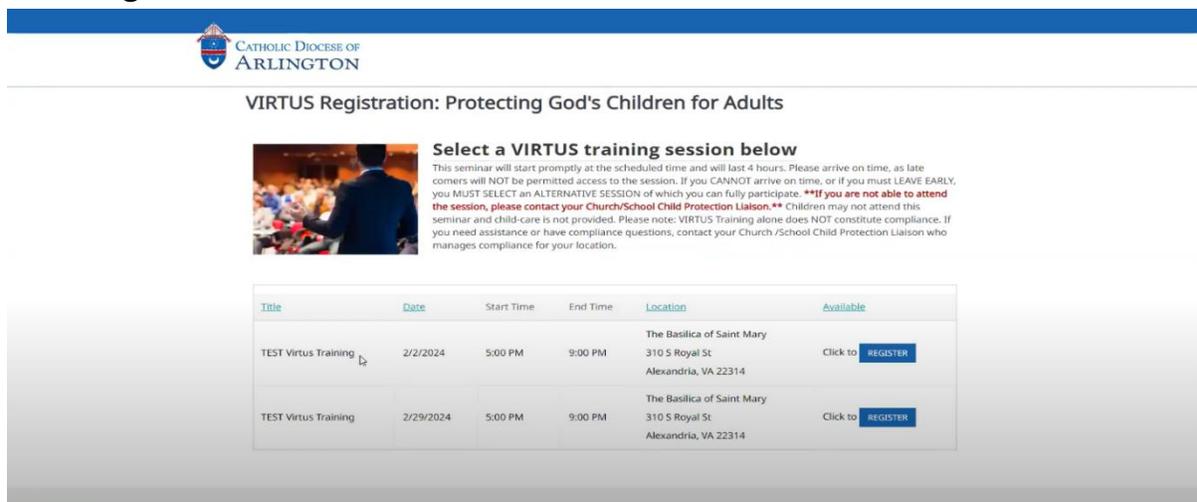
- 1) After your background check application has been completed you will receive an email like the one below. Please click on the blue button that says, “Register to virtus.”



- 2) You then will be taken to this page which is like the one you filled out a background check application. Here you will use the same login information that you created when doing the background check application. If you have forgotten already that login information, please contact your Liaison Diana Neri at [virtus@allsaintsva.org](mailto:virtus@allsaintsva.org) to assist you.



- 3) Once you are logged in you should see this screen pop up so you can select a session. Once on this page check to make sure which one is convenient for you to attend and click on “Click to Register.”



## VIRTUS TRAINING REGISTRATION INSTRUCTIONS

- 4) Once you have selected a virtue training session you will see this next screen pop up. Click on “Finish” to complete the virtue training registration.

CATHOLIC DIOCESE OF ARLINGTON

### TEST Virtus Training

Friday, February 2, 2024  
The Basilica of Saint Mary  
310 S Royal St  
Alexandria, VA 22314  
UNITED STATES

Questions? Email the Event Contact

Who is registering for this event?  
Registrant: **Herb Tester**  
27 Test Lane  
Alexandria, VA 22222

Registration Choices\*

Protecting God's Children for Adults

**FINISH**

- 5) You then will see this next screen pop up. Which shows your confirmation that you are registered for a session.

CATHOLIC DIOCESE OF ARLINGTON

Please print this page for confirmation of registration

Event Registration

Name:	Herb Tester
ID:	563906
Transaction date:	1/25/2024
Order number:	125626
TEST Virtus Training	

You have made the following selections:

Protecting God's Children for Adults

You will also receive email confirmation like this one. The office of child protection is working on adding to the email the location to where you registered to attend the session.

Registration Confirmation for TEST Virtus Training

ORCYP  
To: Michael Cavanaugh

Dear Herb Tester,

This seminar will start promptly at 5PM and will last 4 hours. Please arrive on time, as late comers will NOT be permitted access to the session. If you CANNOT arrive on time, or if you must LEAVE EARLY, you MUST SELECT an ALTERNATIVE SESSION of which you can fully participate. Children may not attend this seminar and child-care is not provided. Please note: VIRTUS Training alone does NOT constitute compliance. If you need assistance or have compliance questions, contact your Church/School Child Protection Liaison who manages compliance for your location.

Transaction Date: 1/25/2024  
Order Number: 125626  
Record ID: 563906

You are registered for the following:  
TEST Virtus Training  
2/2/2024

You have made the following selections:  
Protecting God's Children for Adults

200 North Glebe Road  
Suite 605  
Arlington, VA 22203-3728  
(703) 841-2530  
[orcyp@arlingtondiocese.org](mailto:orcyp@arlingtondiocese.org)

Please, save this email as a record of your event registration.

**If for any reason you cannot attend and would like to reschedule, please contact the Office of Child Protection at 703-841-3847.**