



Diocese of Altoona-Johnstown
Protecting God's Children Program
5379 Portage Street
Lilly, PA 15938
814-886-8250



Instructions for Scheduling and Registering for Training Sessions For Protecting God's Children for Adults

Scheduling Training Sessions

Sessions are scheduled at various locations within the Diocese of Altoona-Johnstown. All authorized trainings are posted on the Virtus Website. Anyone in the Diocese may attend any session in which there are open spaces. Therefore, if persons are not able to attend a particular session scheduled for their parish, they can attend elsewhere.

All participants are required to pre-register on-line. If an individual does not have internet access, they could ask to use someone else's computer or could go to the public library.

Parishes, religious education programs, etc. may ask for a training to be held at a particular site by calling Sr. Marilyn's Office. All scheduling takes place through that office.

Accessing the Virtus Website for Pre-Registration

The following procedure is used to pre-register for all sessions.

Access: www.virtusonline.org.

1. Once you reach that site you will see a Registration button in the left hand column. under Login. Click that on.
2. You will arrive at a site that says:
Please choose the type of registration that applies to you:
Click on: I would like to register for an upcoming live training session in my area. Click continue.
3. Next page will ask for a password. Type in "Trust." Click enter.
4. Next you will see a drop down menu of Diocese.
5. Click arrow and Select Diocese of Altoona-Johnstown. Click next.
6. Now you will see a registration form. Fill in the information requested. Then select the Training Session you wish to attend. Click submit registration button.