



Virtus Online Training Instructions

Per the Diocese of Oakland, Holy Spirit Fremont Sponsored Ministries must complete child protection training via Virtus Online every three years. You cannot serve in any Holy Spirit Ministry until you complete Virtus training. Please note, Virtus training does not apply to prayer ministries.

1. Login to www.virtusonline.org
2. Click on 'First-Time Registrant'
3. Click on 'Begin the registration process'
4. Select Religious Organization 'Oakland, CA (Diocese)'
5. Create a User ID and a Password
6. Enter name, email, address, phone number, and date of birth
7. Select Primary Location 'Holy Spirit Parish (Fremont)'
8. Select Role 'Volunteer'
9. Title or Diocese Function 'Type as many functions that apply. E.g. Eucharist Ministry, Catechist, Choir, Knights of Columbus, etc.'
10. Select additional roles if applicable
11. Read then 'check the box' I've read, and understand the Catholic Diocese of Oakland's Code of Conduct
12. For the question, Have you already attended a Virtus Protecting God's Children Session? **'Click on No'**
13. Select the Session 'Protecting God's Children for Adults (Online Training)'
14. You will receive a message **'Thank you for registering with VIRTUS Online'**
15. Click on the button 'Go to Virtus Online'
16. Now at www.virtusonline.org Type your User ID and Password then click 'Sign In'
17. To begin training, click on the words: Protecting God's Children Online Awareness Session 4.0

Virtus training includes 13 reading lessons with audio and visual components that will take approximately 90 minutes to complete. You may stop at any time and return to the lesson where you left off. If you have any questions or require assistance, please email peter@holyspiritfremont.org or call 510-456-4968.