



Holy Rosary Academy and Preschool
2620 N. Arrowhead Avenue
San Bernardino, CA 92405
(909) 886-1088
License #364830628

Instructions For Enrolling in the Virtus Course

If you are interested in volunteering for Holy Rosary Academy & Preschool, you must have a background clearance and participate in our child safety course, "Protecting God's Children". Below are the instructions for registering for the course and creating a Virtus online account. Please register for the online training module.

- Go to Virtusonline.org
- On the left side of the screen, click on the **registration** button
- Click on **Begin Registration Process**
- Select **San Bernardino, CA (Diocese)** from the drop down menu and click on **select**
- Create a user I.D.(e-mail address) and password. Please use a valid e-mail address for your user I.D.
- Fill in the requested information then click **continue**.
- Select **School: Holy Rosary Academy (San Bernardino School) San Bernardino** then click **continue**.
- If you volunteer at another parish or school you can select an additional location then click **continue**.
- Select **No** when you have selected all your locations
- No Title needed, click **continue**
- Select volunteer, click **continue**
- Answer the 3 questions, click **continue**
- Select **No** for the question, "Have you already attended a Virtus Protecting God's Children session?"
- Select **online training**
- You will be asked If you are sure you want to register for that class, click **Yes**
- To finish, select **close browser** at the bottom of your screen.
- After you complete the online training, please print the certificate and bring it to the school office

Holy Rosary Academy & Preschool is dedicated to providing a Christ Centered Catholic education to all students to facilitate their spiritual growth, academic success and moral responsibility in order to become Life-Long Learners and face the challenges of the future.