

**INSTRUCTIONS FOR THE SAFE ENVIRONMENT ONLINE  
TRAINING  
2007**

Log onto the website for the Diocese of Santa Rosa-  
[www.santarosacatholic.org](http://www.santarosacatholic.org)

At the top *Click on Site Map*

Look under *Diocese*, about halfway down to *Child and Youth Protection*.

Indented it says *Safe Environment Online Training*

This takes you to the Shield the Vulnerable website.

*Click on Catholic Dioceses sign-up or log-in here.*

*Select Santa Rosa and confirm.*

*Fill out the required information* (while some of this information may seem redundant, we are looking to streamline our process and eventually eliminate some of the other requirements. Please bear with us while things continue to evolve.)

When you have completed the course, print out a copy of your certificate.

Bring your certificate to your site administrator with payment (\$7.00)