creating **safer**communities

To register for **Safe Ministry Training Online**

1. Type the following web address into your browser.

   https://safercommunities.net.au/anglican-diocese-of-bathurst-online-training/

2. Select your Parish Name from the drop down menu.

3. Click **REGISTER NOW** for each course.

   - If you are enrolling for yourself, please choose 1 participant.

   - If you are a Parish enrolling and paying for all your church workers, type the number of workers who need to complete each course.

4. Click **VIEW CART** to check you have registered for the correct courses.

5. Click **PROCEED TO CHECKOUT**.

   - Fill in the BILLING DETAILS.

   - If you are enrolling for yourself, please use your email address.

   - If you are a Parish registering, add the name and contact details of your Parish Safe Ministry Coordinator.

   - Fill in the PAYMENT OPTIONS.

   *- **Credit card** payment provides immediate access to the courses - the system will send you an email (check your spam folder if you do not receive it within a few minutes).*

   *- **Direct bank transfer** is not an automated process and you will need to allow up to 3 business days once you transfer the funds to receive your access email from us.*

6. Click **COMPLETE PAYMENT**

7. Receive a registration confirmation email

   - If you have paid via credit card, you will receive an email with the hyperlink to your course/s.

   - If you are paying by direct bank transfer, the email will arrive once we have confirmed payment.

Safe Ministry Training Online

Thank you for your Online Course Registration.

Hi Belinda,

We have finished processing your Online Course Registration.

[Order #CSC129] (July 12, 2022)

Product	Quantity	Price
Anglican Bathurst, All Saints' Cathedral Bathurst - Safe Ministry Essentials L1	1	$20.00

Click here to access Etraining Platform: https://etraining.

Use your registration confirmation email to complete your purchase and start learning

1. Use the hyperlink to in your registration confirmation email to access the online course/s.

If you are a Parish paying for your workers, you will need to forward the registration confirmation email to your workers with a copy of this instruction page.

The hyperlink will take you to:

'Complete purchase to start learning'

NB: Purchase price will be $0 as you have aleady paid!

2. Complete your purchase by entering
   - your personal email address
   - your full name
   and then click **Complete purchase**.

3. Enter a password (write it down somewhere).

4. You are now enrolled and ready to begin.

   Click **Start Learning**.

You are now in the course.

The menu bar (left of the screen) can be switched on or off using located top right of the screen.

Once you have 100% completion remember to download your certificate.

Congratulations!
Thank you for completing this course, please click 'Get Your Certificate' on the left of your screen.

If you intend to complete the course in a group please contact *etraining@safercommunities.net.au*