



Memo

Date: June 28, 2021

To: All employees of the Archdiocese of Atlanta

From: Jenni Weldin, Director of Safe Environment, Office of Child and Youth Protection

Re: VIRTUS renewal

VIRTUS training is valid for five years. Before the five year mark, an individual will need to renew their VIRTUS training.

For the renewal of VIRTUS training, an online module will be automatically assigned exactly two weeks prior to the five-year anniversary of the individual's original training date. The employee or volunteer will be notified via email directly from VIRTUS.

At times, VIRTUS emails do not appear in an individual's inbox, but end up in the individual's spam folder or another location. Whether or not an email is received, the online module is assigned to the individual.

Detailed instructions of the steps to complete the online renewal can be found here: <https://2nix922u0v5c1unycf149lry-wpengine.netdna-ssl.com/wp-content/uploads/2021/05/steps-to-complete-virtus-renewal-online-english.pdf>

Anyone curious about their renewal date can login to his or her VIRTUS account at www.VIRTUS.org and click on "Live Training" under the "Training" tab. This will list their initial training date.

If you have forgotten your username or password, please click [here](#) for detailed instructions on how to reset the VIRTUS login information.

If an individual does not have an email address and/or access to a computer, that individual will need to attend another in-person VIRTUS Protecting God's Children session to meet their renewal requirement.

Thank you for all you do to keep children and vulnerable individuals safe.