

1) If you are required to complete a background check, please click on **Begin Background Check** to complete a background check on the Selection.com secure website.

Thank you for registering with VIRTUS Online.

Thank you for registering for a Protecting God's Children session and with VIRTUS Online.  
You will receive an email confirming your registration for the session you selected.

After you attend your session, your account request will be reviewed by your Coordinator.

## Your registration is not complete

### You must complete a background check

As part of our efforts to create and maintain a safe environment for the children and volunteers of our diocese, we have chosen Selection.com® to do all our background checks.

By clicking this button, you will be directed to their secure website called Fastrax™.

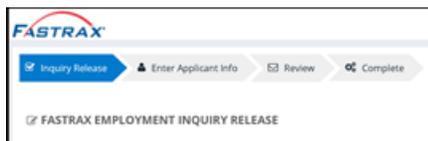
Begin Background Check

You will be notified via email when your VIRTUS Online account is activated.

2) **You** are now within the secure website of **FASTRAX®**. Please click on **Enter Background Check Info** to proceed.

**A few things to note:** We do not advise using cell phones as we have had reports that, at the end of the process, the process stopped. Also, make sure once you start the process, you complete it. As going back a screen or if your computer times out, you cannot complete the process. Another prompt will have to be done again. Also, there are two fields that need exact format completion. One is your signature in which they ask for first initial/last name - no space. The other is a date in which they have a particular format. Both areas give an example so review carefully. Lastly, you are able to request a copy of your background check. During the process, there is a box that you can check if you wish to authorize a copy.

**Please** complete the steps within the background check process, which includes reviewing the inquiry release, entering applicant information, a final review, and the submission of the background check



To contact the background check provider, Selection.com, please contact the helpdesk at 800-325-3609.

**Thank you for completing the background check process!**