

## YOUTH PROTECTION AWARENESS CERTIFICATION - INSTRUCTIONS

All new members of the Rotary Club of Los Gatos are required to the complete the youth protection certification process before formal induction in the club and receiving their member red badge. The online certification process is accessed through the Rotary District 5170 website, is user friendly, and takes about 20 minutes to complete.

The steps for completing the online youth protection awareness certifications are outlined below.

- Login to the Rotary District 5170 website [www.rotarydistrict5170.org].
- ➤ On the top menu bar of the website, click on "Avenues of Service".
- > Scroll down to Youth Services, and on the right side menu, click on "Youth Protection".
- ➤ On the Youth Protection page, scroll down and click on "Online Youth Protection Awareness Training".
- Follow the instructions for completing the youth protection awareness training.

Upon completion of the online youth protection awareness training, please communicate to your Sponsor and the Youth Protection Officer that you have completed the online process so that you can be certified.

If questions arise while you are completing the online process, please contact the Youth Protection Officer.