

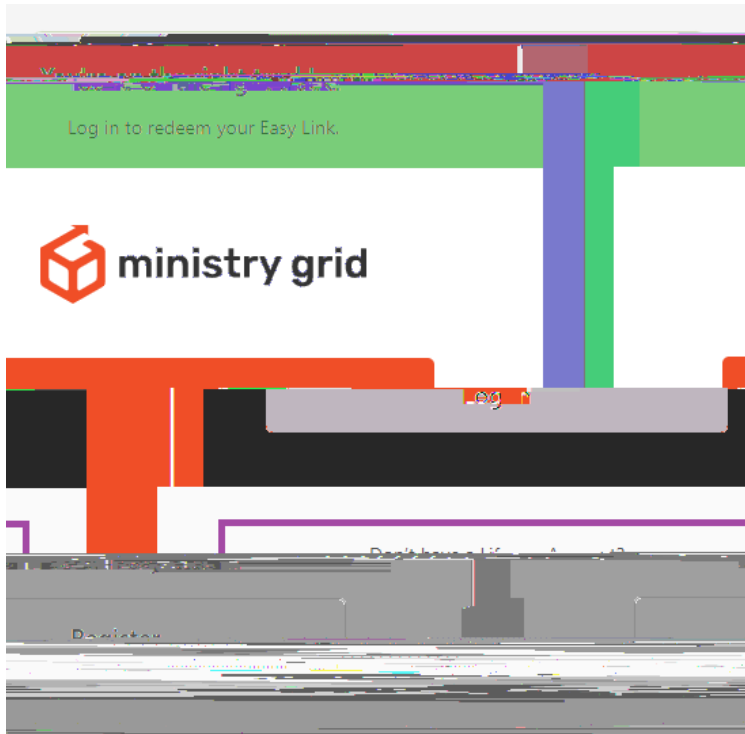
Child Protection Training

HSU Camps require all camp workers to take child protection training. If you are not a current employee or student worker of Hardin-Simmons University, then you will have to complete this training using the link and instructions below.

1. Copy and paste this URL link: <https://ministrygrid.lifeway.com/#/login?route=redeem-invite%2FMDVQ%2FVCDJ>

After you use the above link, the page should look like the picture below.

2. Click on Register to create an account

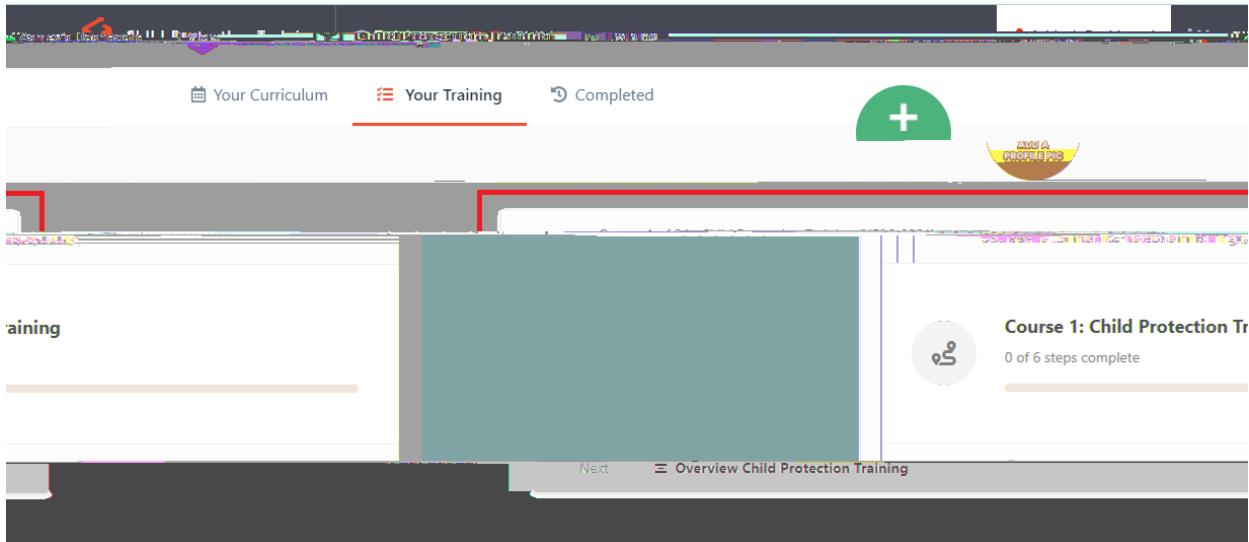


3. Enter your information to register for the account to take the online training.
 - a. Please use an email you will remember. After this course is completed, this is the email that will receive the certificate.

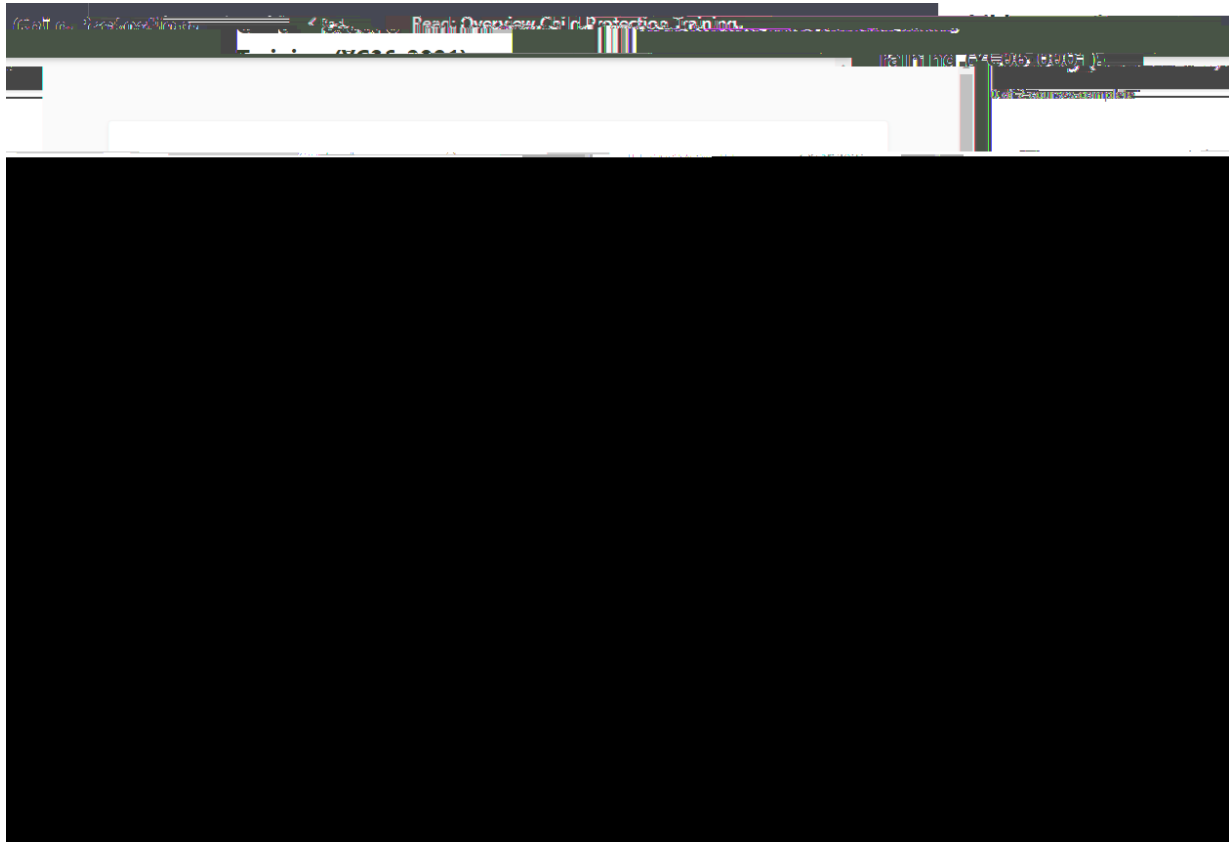
To continue to **Ministry Grid**, please [Log In](#) with your **Lifeway Account** or [Register](#) to create a new account.

Register	Login
First Name (Required) <input type="text"/>	First Name (Required) <input type="text"/>
Last Name (Required) <input type="text"/>	Last Name (Required) <input type="text"/>
Email Address (Required) <input type="text"/>	Email Address (Required) <input type="text"/>
Password (Required) <input type="password"/> at least eight characters.	Password (Required) <input type="password"/> Must be
	Confirm Password (Required) <input type="password"/>

4. The system will log you in after you create an account.
 - a. Click on the Course 1: Child Protection Training



5. The Course has 4 Videos, a PDF (optional) and the Assessment.
 - a. You will have to watch the entire video in order to continue to the next section and unlock the Assessment.
6. The screenshot below is the “Overview Page” > click Complete to continue to Video 1.

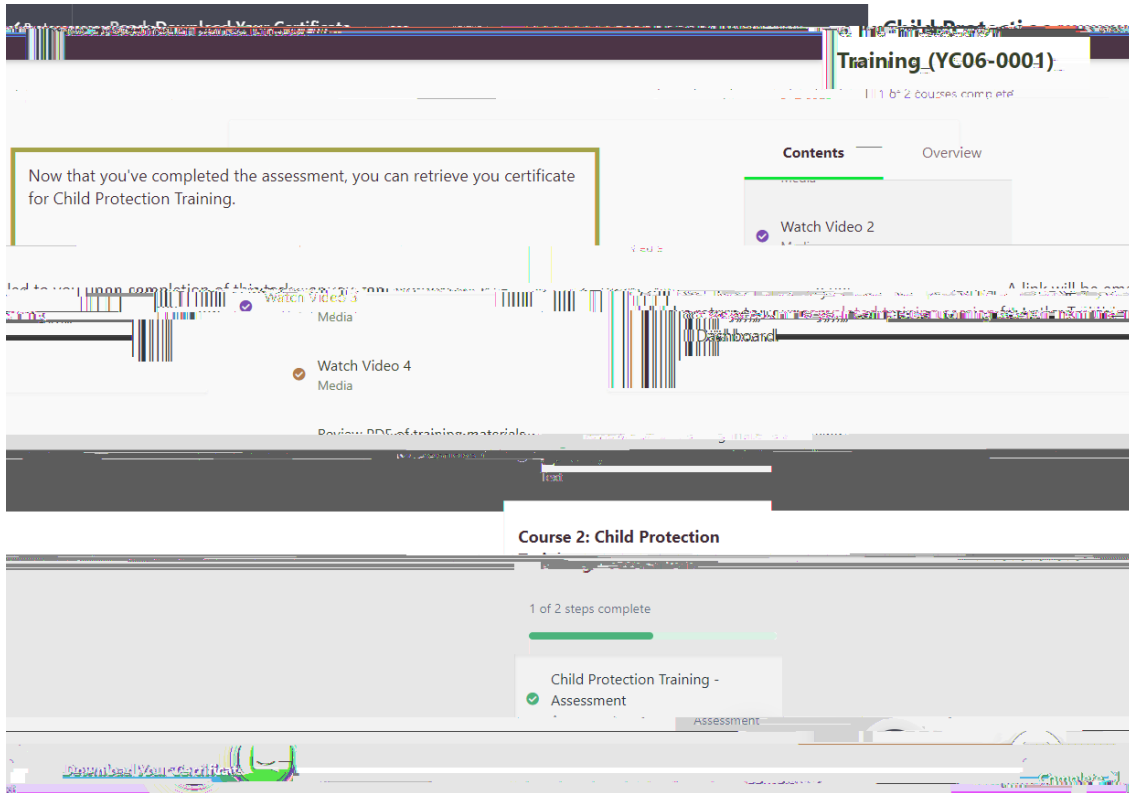


7. After you watch all 4 videos. Click Complete

9. Course 2: Child Protections Training – Assessment – click “Start” to take the Assessment.



10. After you finish the Assessment, the following message will show for you to download your certificate.



11. Click on **Complete** and go to your dashboard.
- Click **Download Certificate** and send to the Payroll Office.
 - Or forward the certificate that is emailed to you to the Payroll Office at payroll@hsutx.edu.

Please contact the Payroll Office if you run into any issues completing this required training in order to work an HSU Camp at (325) 670-1900 or payroll@hsutx.edu.