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**Voluntaro Platform**

1. **Returning Volunteers**
	1. Visit our website: <https://specialolympicswisconsin.org/get-involved/volunteer/class-a-volunteer/>
		1. Follow the link to launch the Voluntaro platform:
		2. Enter your username and password; click login.



* + 1. To check your status, click Home



* + 1. To make any contact information changes, click Edit My Account
		2. If you would like to review the training modules, click on the Training tab
			1. The Protective Behaviors course must be completed every three years
			2. The Communicable Diseases Waiver must only be completed once
			3. The Coaching Course must be completed every three years (if applicable)
		3. You will be notified via email when your application is due for renewal.
			1. It is essential that you update your email address if you change it to receive these reminders.
		4. If your background check is due for renewal, you will see a message on the Home screen:
			1. Select Click here to begin to initiate the background check consent
			2. On the next page, you will be prompted to electronically sign your name and provide your social security number; then click Next



* 1. After completing the background check consent, you will be prompted to review the Training menu



* + 1. The Protective Behaviors course must be completed every three years; it is recommended to complete it at the same time as your background check to easily track when your Class A status is expiring.
			1. To retake the course, click Retake Training Module and follow the module prompts until the course is completed with a passing score
	1. For questions on the application process, see the Applicants Training Document.