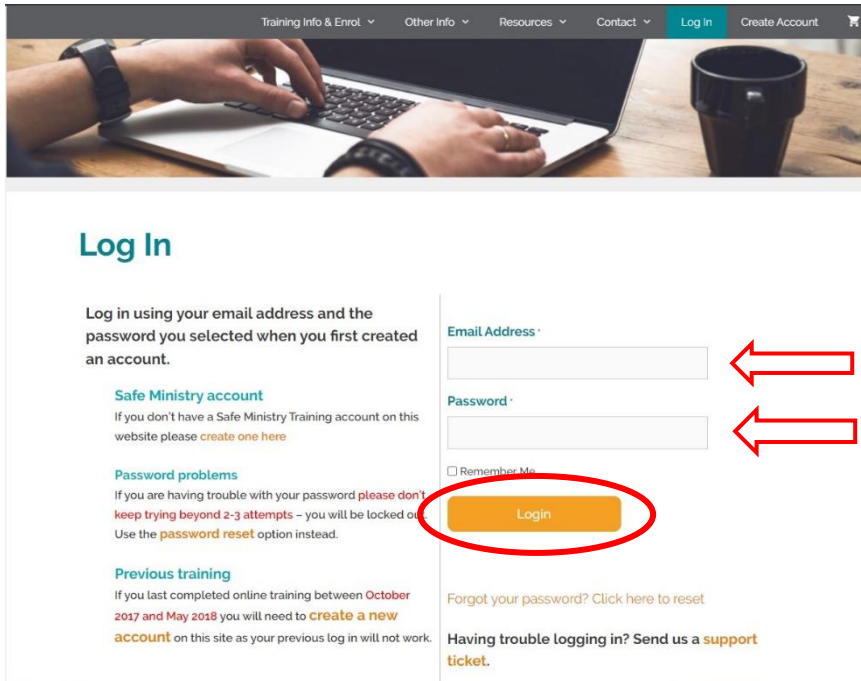


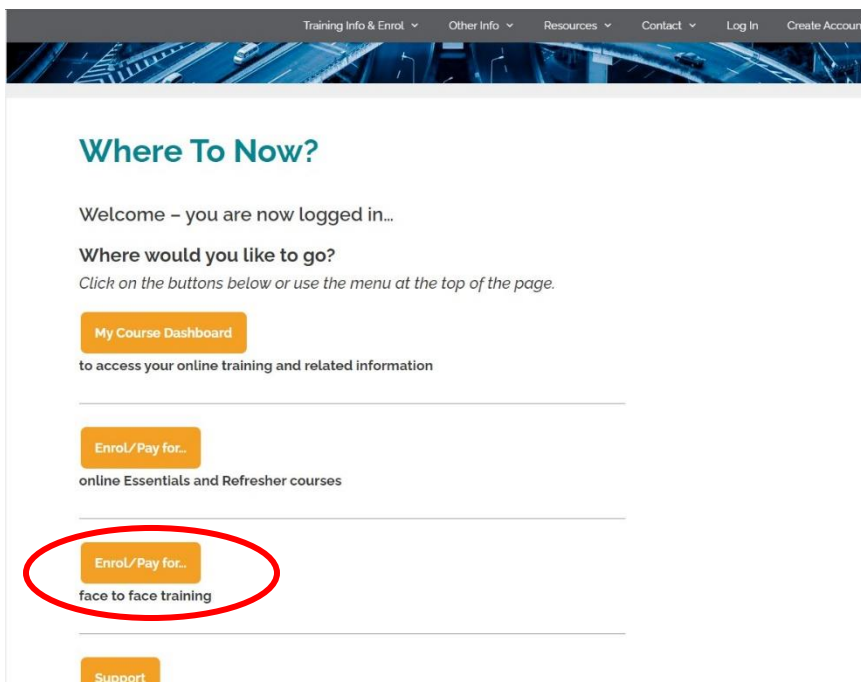
FACE-TO-FACE TRAINING | How to enrol

1. Go to the **Log In** page and sign in to your safe ministry account.



The screenshot shows the 'Log In' page of the safe ministry website. At the top, there is a navigation bar with links for 'Training Info & Enrol', 'Other Info', 'Resources', 'Contact', 'Log In', and 'Create Account'. Below the navigation bar is a header image showing hands typing on a laptop. The main content area is titled 'Log In' and contains instructions: 'Log in using your email address and the password you selected when you first created an account.' There are three sections of help text: 'Safe Ministry account', 'Password problems', and 'Previous training'. On the right side, there are two input fields: 'Email Address' and 'Password', both with red arrows pointing to them. Below these fields is a 'Remember Me' checkbox and a 'Login' button, which is circled in red. At the bottom right, there are links for 'Forgot your password? Click here to reset' and 'Having trouble logging in? Send us a support ticket.'

2. On the **Where to Now** page, click on the *Enrol and Pay for face to face training* button.



The screenshot shows the 'Where To Now?' page of the safe ministry website. At the top, there is a navigation bar with links for 'Training Info & Enrol', 'Other Info', 'Resources', 'Contact', 'Log In', and 'Create Account'. Below the navigation bar is a header image showing a blue-toned aerial view of a city. The main content area is titled 'Where To Now?' and contains a welcome message: 'Welcome - you are now logged in...'. Below this is a section titled 'Where would you like to go?' with the instruction 'Click on the buttons below or use the menu at the top of the page.' There are four buttons: 'My Course Dashboard', 'Enrol/Pay for...', 'Enrol/Pay for...', and 'Support'. The second 'Enrol/Pay for...' button is circled in red and has the text 'face to face training' below it.

3. On the **Enrol in face to face courses** page, click on the event you wish to enrol in.

safeministry Training

Training Info & Enrol ▾ Other Info ▾ Resources ▾ Dashboards ▾ Contact ▾ Log Out

Enrol in face to face courses

Please Note
Safe Ministry training includes discussion of topics such as child abuse, family and domestic violence, abuse of power and bullying. Please contact the Safe Ministry Team (PSU) if this training may cause concern.

Make sure you are **logged in** to your account.

If you are logged in but no courses appear below, please return at a later date when enrolments are open – for more information, see [this page](#).

Course enrolments will close *48hrs prior to the event*.

Need help enrolling? Send us a **support ticket** for quick assistance (see link in footer below).

safeministry Training
F2F Essentials

safeministry Training
F2F Refresher

safeministry Training
F2F Refresher

4. Read the information on the product page then choose your *Enrolment Type* and click the *Enrol Now* button.

The screenshot shows the 'Refresher' course page on the safe ministry Training website. The page features a search bar, a navigation menu with options like 'Training Info & Enrol', 'Other Info', 'Resources', 'Dashboards', 'Contact', and 'Log Out', and a course card for 'Face to Face Safe Ministry Refresher Course'. The course card includes a price range of '\$25.00 - \$30.00', a time slot of '9:00am - 12:30pm', and a location of 'Anglican Church'. Below the course details, there is a section for 'Enrolment Type' with two options: 'Sydney Anglican (\$25.00)' and 'Other Denomination (\$30.00)'. A red arrow points to the 'Enrolment Type' dropdown menu, and a red circle highlights the 'Enrol Now' button.

Refresher
\$25.00 - \$30.00
Face to Face Safe Ministry Refresher Course
9:00am - 12:30pm | Anglican Church

For those who have completed approved safe ministry training (Essentials or Refresher) within the last three years.

Before purchasing your ticket, please read the information in the Description tab below.

Enrolment Type: Clear

- Sydney Anglican (\$25.00)
- Other Denomination (\$30.00)

Enrol Now

- Check your details are correct then complete the payment on the **Checkout page**.
Note: If you are paying by *credit card*, fill in the payment fields at the bottom of the page (see red arrow below).
 Alternatively, if your church has supplied you with a *coupon code* for your course payment, click the link at the top of the page to enter it (see orange arrow below).

Training Info & Enrol ▾
Other Info ▾
Resources ▾
Dashboards ▾
Contact ▾
Log Out
🛒 \$25.00

Checkout

"Refresher-Sans Souci-Jun 25" has been added to your cart.
[View cart >](#)

Have a coupon? [Click here to enter your code](#)
←

Important Information:

Single enrolments for Safe Ministry Training (either online or face to face) will be in the name of the person below. If that is **NOT** you, please **log out**, and log back in as the correct person.

Do you have a Quick Access Code? If so, exit the checkout and go to your 'My Course Dashboard' page to enter the code and enrol in your course.

First name

Last name

Your order

Product	Subtotal
Refresher-Sans Souci-Jun 25 - Sydney Anglican × 1	\$25.00
Subtotal	\$25.00
Total	\$25.00

🔒
Secure Visa/MasterCard

Credit cards accepted: Visa, Mastercard

Name on Card

Card Number

←

- Once payment is received you will be **sent an email** confirming your enrolment in the course. We recommend taking a copy of this email to the event.