The Designated Individual Training and Child Protection Training courses are set up for UT Dallas faculty, staff and students to self-enroll. Please follow these step-by-step instructions to enroll in the Programs for Minors organization in eLearning to access and complete the required trainings.

1. Login to eLearning and click on the **Add Module** button

2. Enter **organization catalog** in the Search bar, and click the **Go** button

3. Click the **Add** button under **Organization Catalog**

4. Click on the “**My eLearning**” link at the top of the screen to return to the main page

5. At the bottom of the **My eLearning** page, click the **Faculty-Staff** link under **Organization Catalog**
How to Self-Enroll in Programs for Minors Training Courses

6. Search for Programs for Minors. Click Go.

7. Hover over the PrgsMinors (Organization ID) shown below and select Enroll from the drop down list

8. Click the Submit button

9. Click OK

You are now enrolled in the eLearning organization and should see two training offerings.

Please complete the training offerings in the Programs for Minors organization as required:

- Child Protection Training (required once every two years)
- Designated Individual Training (required annually)