

Minors on Campus Policy Training

The Minors on Campus policy and training requirements are for any person with responsibility for minors on campus and at University-sponsored events.

The policy does not apply to general public events where parents/guardians are invited/expected/required to provide supervision of Minors. Nor does it apply to Minors enrolled in or accepted for enrollment in credit-granting courses. Likewise, the policy does not apply to prospective students staying with University students or guests of University students that may be under the age of 18.

For full details of the MOC policy, please visit: <https://www13.shu.edu/offices/policies-procedures/minors-on-campus.cfm>

The training requirements as per the “Minors on Campus” policy can be completed online by all those involved.

Steps for registering and training for an event involving minors on campus:

- *Registration Form* – please email stephanie.maciasarlington@shu.edu to obtain a copy.
- *Power Point Presentation/Training for University Representatives*
- *United Educators Training; Identify and Reporting Sexual Misconduct* – for all Authorized Adults (University & non-University)
- *Virtus Training; Protecting God’s Children* – for all Authorized Adults (University & non-University)
- Other forms as noted within the policy (links included.)

When returning the registration form, please include the names and email addresses of all adults involved (University & Non-University) for the background check.

A background check is required for all Authorized Adults (University and Non-University). If a check was run within the last 12 months, then an additional one is not required. If the United Educator’s or Virtus training has been completed prior to this event, the individual can provide a copy of that certificate in lieu of completing again.

All copies of certificates of completion must be sent to Stephanie Macias-Arlington in the Department of Human Resources prior to the begin date of your event for record keeping. Please contact Stephanie Macias-Arlington, Manager, Training & Organizational Development (x9606) with any questions.

