Enrollment Instructions:
National Adoption Competency Mental Health Training Initiative:
Mental Health Professionals

1. Begin at the home page of the current E-Learning portal. Use this address:
   http://training.vermontcwtp.org/

2. Once here, click on the link **Access these trainings at our companion site here.** in the gray box on the left of the home page; (See picture below)

3. You do not need to login to this site. You will navigate to the new site without logging in here and will be prompted to login or create a new account once on the new site.

4. This link will take you to the Home Page of the new E-Learning Portal where you will be asked to set up an account.

5. Set up an account on the new portal: Click on Create New Account using the prompt on the top, right of the home page to create your account. If you have already set up an account here, click Log in. It will look like the picture below.

6. Please complete account setup by completing all user profile fields as instructed.

7. The next screen you see will look like this (if you don't have the list of options in the black column click on the 3 small lines at the top left and this menu will open.
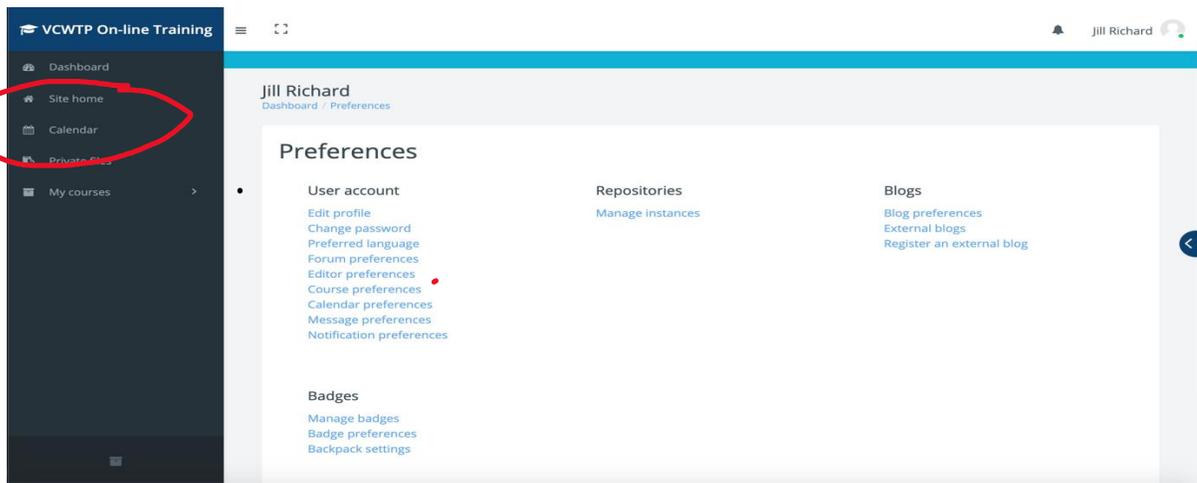
8. Once here, click on Site Home.

9. Scroll down the home page and you will see the "Available Courses". It will look like this:

10. **Click on the course –** National Adoption Competency Mental Health Training Initiative - Mental Health Professionals.

11. You will be asked to self-enroll for the course. Once enrolled, you will be directed to course instructions and the first activity!

12. Please contact Jill Richard with questions at jill.richard@uvm.edu.

   Note: Internet Explorer browser does not always support ease of functioning for online coursework. We recommend using Google Chrome or Firefox browsers.