

Diocese of Salt Lake City

CMGConnect

Safe Environment Certification New User Account Creation Instructions

1. Select the following link: <https://saltlakecity.cmgconnect.org/>.
2. Under "Register for a New Account":
 - **Account:** Name, Username and secure Password
 - **Personal:** Address, City, State, Zipcode, Phone, Email, and Date of Birth
 - **Affiliation:**
 - ◇ Primary Parish/School/Organization (*volunteering or working*):
 - ◇ Role (*select one*): Employee
Candidate for Ordination
Priest
Deacon
Educator (Licensed)
Volunteer
 - ◇ Participate (*select **only one** (a-m)*):
3. Select [Register My Account](#)
4. Complete **Required** Training
5. Print [Certificate of Completion](#) (available 24 to 72 hours after completion of training)
 - Repeat Step 1
 - Select **Sign In Here** (upper right corner of screen)
 - ◇ Type: [Username](#), press Enter
 - ◇ Type: [Password](#).
 - ◇ Select [Log Me In](#)
 - Select **Download Certificate:** (*option to download or print*)