Archdiocese of Seattle
SAFE ENVIRONMENT PROGRAM
Protecting the Young and Vulnerable

Log-on Instructions for SEP Refresher Courses

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Log into SETA Net (Safe Environment Training Database):
- On any computer with internet access, go to www.seattle.setanet.org.
- Click "My Obligations".
- Enter your First Name, Last Name and Street Address (***do not include city, state, zip***).
- Click "Submit".

Review your personal information and update your profile as necessary:
- ****Please make sure that all locations at which you work or volunteer are identified.**
    1. Example – If you volunteer at your parish AND at your child's school, please make sure both locations are identified.
    2. If you work/volunteer at a new parish or school, please make sure to add the new location to your profile.
- Verify accuracy of address and email address and update information as needed.
- Click button that says "Update Information and Continue".

Class Assignments:
- ***You only need to complete ONE class each year to satisfy your training requirements.***
- This course will be listed in the section titled, "Classes You Are Currently Required to Take."
- Click the class title of the course you are required to take.

Take Online Course:
- If you are scheduled to take an *Armatus* class:
    - You will be given a log-on and password; please write it down.
    - Click link below log-on/password that says, "Click Here to Open Praesidium Log-on Window"
    - This will open a new page and send you to the *Armatus* webpage.
    - Log-in using the logon/password given to you in SETA Net and complete Course.
- If you are scheduled to take any other (non-*Armatus*) refresher course, you will be taken immediately to the beginning of the course.
- Your SETA Net profile will be updated within 48 hours of completing any online course.

If you need assistance logging-into the system, it most likely has something to do with the address stored in the database. Please see your local parish/school coordinator for assistance.