How to Download Your Two Completion Certificates for the Protection of Minors (POM) Online Trainings

- 1. Log into the POM Online Learning Courses
- 2. Click "REVIEW CONTENT" to the right of one of the Completed Courses

Courses in the Learning Plan 2 E-learning 1h 15m average time		
Completed	Boundary Training for Educators Mandatory EN E-learning 30m 00s S Course Completed	REVIEW CONTENT ~
Completed	Protecting Children: Identifying and Reporting Sexual Misconduct Mandatory EN E-learning 45m 00s ext{ Course Completed}	REVIEW CONTENT ~
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- 3. Click the *Download Certificate* button at the top right of the page
- 4. Repeat the procedure above for the second certificate.

Note: After finishing each course, you may also download your completion certificate from the automated email you receive.

 Upload <u>BOTH</u> Completion Certificates to the section titled "Protection of Minors Online Training" under the Checks tab in the <u>Sonia Field Database</u>

Important

- **<u>BOTH</u>** online courses shown in the image above must be completed.
- Upload both certificates <u>ONLY TO</u> the section titled "Protection of Minors Online Training" under the Checks tab in Sonia.