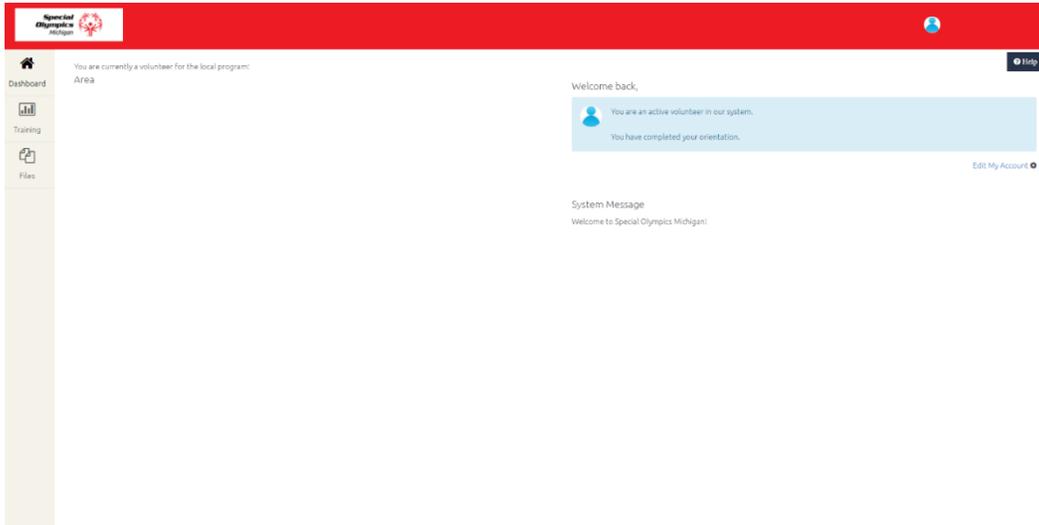
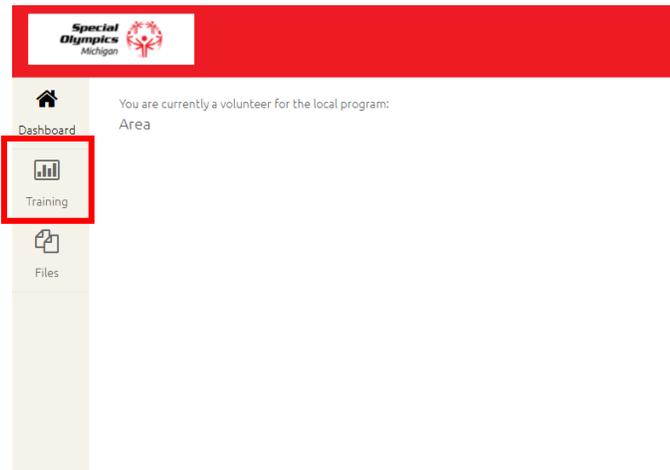


VMS Instruction Guide – Volunteers

1. Register online at <https://sosaas.azurewebsites.net/MI/application> - Be sure to complete all of the pages and click submit. These forms will cover your Volunteer A/Background Check.
2. Log in to <https://sosaas.azurewebsites.net/Account/Login>
 - a. Save this link as this will be the link used to complete volunteer trainings and view your volunteer information
3. When you log in your screen should look like this:



4. Click on Training



5. Now you will see all of the training courses listed. You will need to complete Protective Behaviors, Volunteer Orientation, Concussion Training, and COVID-19 Code of Conduct.

Standard Volunteer Training

[Covid-19 Code of Conduct & Risk Assessment form \(adults\) *](#)

[Volunteer Orientation *](#) ✓ Complete

[Protective Behaviors *](#) ✓ Complete

[Concussion Awareness *](#) ✓ Complete

- a. Any other course are optional, or only required to renew an existing certification. For example, if your bocce coaching certification is expired you can click to complete the bocce recertification training
6. Once your trainings are completed you will see a check mark and the word 'complete' next to the training. You do not need to print or email any confirmations

Training Menu

Congratulations! You have completed all steps to becoming a Class A Volunteer with Special Olympics Michigan!

Standard Volunteer Training

- Covid-19 Code of Conduct & Risk Assessment form (adults) * ✓ Complete
- General Orientation Training * ✓ Complete
- Protective Behaviors * ✓ Complete
- Concussion Awareness * ✓ Complete

7. If you have any questions, please contact your Area Director.