Campus Programs for Minors
Child Protection Training Instructions

To complete the Texas A&M University System Child Protection Training through the External Gateway (for program volunteers-not A&M employees), please follow the directions below.

1 VISIT THE TRAINING PORTAL WEBSITE

A. *https://apps7.system.tamus.edu/TrainTraq/web/External/ExternalGatewayLogon.aspx*

B. OR Access the website through the CPM Website. Go to CPM.tamu.edu -> Compliance -> Child Protection Training. Select the maroon oval that is labeled "TRAINING – VOLUNTEERS".

2 TYPE IN YOUR EMAIL AND THE PASSWORD

A. The certificate of completion will be sent to this email address

B. Please do not use emails with underscores in them, i.e. *Old_Rock@tamu.edu*. The system does not recognize these types of addresses.

C. To obtain the current password, please contact your program sponsor.

3 CLICK SUBMIT

4 FIND THE COURSE

5 CLICK START

Child Protection Training-Approval Number CPM12-0066 (Course #2111652)

6 ENTER THE FOLLOWING IN THE BLANKS

First name

Last name

Employer

TAMUS Member: M – Texas A&M University

Work Address (Optional)

Work City (Optional)

Work State (Optional)

Work Phone (Optional)

How you heard about the course (will most like be through the organization sponsoring the event)

7 CLICK SAVE

8 CLICK START COURSE

9 CERTIFICATE WILL BE SENT TO YOUR EMAIL

Upon successfully completing the course, an email will be sent to the address used to log in. The email will contain a link to the completion certificate.

10 DOWNLOAD THE CERTIFICATE

You must download the certificate as a .pdf, save it, and submit it to your program sponsor. Please do not forward the email with the link to your program sponsor.

This training is valid for 2 years, so we recommend that you hold onto the document, in case you will need it in the future.

University Youth Programs
Office of University Risk, Ethics, & Compliance