

INSTRUCTIONS TO REGISTER FOR THE ON DEMAND COMMUNITY AND ENROLL IN THE FORENSIC INTERVIEW TRAINING (FIT) ONLINE COURSES

1. Click [Community Training Catalog](#)
2. Select the **Create New Account** button and follow the prompts to create a new student account with the National Criminal Justice Training Center (NCJTC) of Fox Valley Technical College (FVTC). Please use your business email address. **(If you already have an FVTC Student ID, please simply select "Login")**
 - **SAVE** your **student ID** and **password** in a secure location for future reference.
3. Select **Check Out** from under "My Cart" on the left side of your screen to complete the community registration process.
4. Select **Register All**
5. Complete required fields then select "**Register**"
Your registration is now complete!

Next:

1. You will receive a confirmation email with a link to NCJTC's Blackboard system or online portal at <https://blackboard.fvtc.edu>.
2. Log into **Blackboard** using your 9 digit student ID number (e.g., 123456789@fvtc.edu) along with the password you created when setting up your student account.
3. Locate the **Child Sex Trafficking** learning track then the select the course "**FIT: Dynamics of CST Victim Interviews (Parts 1 & 2)**." Select the **ENROLL** button followed by **OKAY** (lower right-hand corner of screen) then select **SUBMIT**. You are now enrolled in the course!
4. Finally, locate the course "**FIT: Preparing for the CST Forensic Interview**". Select the **ENROLL** button followed by **OKAY** (lower right-hand corner of screen) then select **SUBMIT**. You are enrolled in the course!

If you need assistance registering or have technical questions, please contact Ali Sullivan, NCJTC Project Specialist (sullival@fvtc.edu).