SEARCHLIGHT® VIRTUAL SCHOOL

Online Adult Confirmation Preparation

Searchlight® Virtual School

The first requirement is formal enrollment in the Searchlight® Virtual School. To do this, go to the Searchlight® Virtual School web site: https://www.SearchlightVS.com.

- Click on the button titled Online Adult Confirmation Preparation (Third section under home page image).
- On the landing page, click on the "ACP Enrollment" button at the top of the page.
- Review the ACP policies and courses requirements.

To formally enroll in the Searchlight® Virtual School, you must submit the following:

1. The Enrollment Application
2. The $5.00 Processing Fee

When both your enrollment application and processing fee have been submitted, you will receive a confirmation e-mail providing your Student Number and further instructions.

To Earn the Online Adult Confirmation Preparation Certificate

You must be formally enrolled in the Searchlight® Virtual School and have received a Student Number before taking these steps.

1. Go to the SVS web site (https://www.SearchlightVS.com) > Online Adult Confirmation Preparation. (Third section)

2. On the landing page, click on the "ACP Subscription" button.

3. Follow the directions provided for purchasing the ACP Subscription. Cost: $30. The subscription covers all courses for this program.

4. When the Subscription Payment Notification is received, a PDF is sent to you as an attachment to an e-mail. All worksheets needed for the six ACP courses — Introduction to the Bible, Christology, Ecclesiology, History of the Church, Liturgy and Sacraments, and Morality — are contained in one electronic PDF document. Download this document out of your e-mail program into a folder on your local computer (different from your downloads folder) before accessing it and inputing data.

5. The program PDF is equipped with text input fields. All reflections and answers to questions are to be entered into this electronic PDF document. The completed PDF must be returned to the Searchlight® Virtual School to receive the appropriate credit for the program. Completion within one year of subscription purchase is required, but many students complete the courses within weeks to several months.

6. The content for the ACP Program is delivered entirely online. To access the online content for each course, click on the "ACP Courses" button at the top of any page. Click on the title of each course to access an information for that course. The information panel provides a course description and link(s) to the online content.

7. It is highly recommended that you follow the course sequence as it is provided. The materials build upon each other, with the earlier courses providing a foundation for the latter courses.

8. To submit a completed course PDF, attach it to an e-mail. Send to: Michelle@SearchlightVS.com.

9. A documentation form for the completed work is sent to the diocese. A copy of this form is also sent you. Please save a copy of this form for your own records. The Certificate of Completion will be mailed to the address provided on your enrollment form.