

Title IX Certification Process

Purdue employees who are in supervisory roles or have regular interactions with students are required by federal law to be Title IX certified. Here are the directions for registering and completing the training module and certification quiz.

- 1.) Register
 - a. Log into [WebCert](#) using your Purdue Career Account and boiler key authentication.
 - b. Click on the "Vice President for Ethics and Compliance" heading.
 - c. Click on "West Lafayette Mandatory Reporter Training 2019."
 - d. Click on "Take Certification."
 - e. Log in again with your Purdue Career Account information.
 - f. Confirm your contact information is correct.
 - g. Click on "Continue."
 - h. You should receive a registration confirmation email and be redirected to [Blackboard](#).

- 2.) View Training Module and Complete Certification Quiz.
 - a. Log into Blackboard using your Purdue Career Account and boiler key authentication.
 - b. Click on "West Lafayette Mandatory Reporter Training 2019" under "My Courses."
NOTE: It may take up to 5 minutes for the course to appear in Blackboard after registering. You may need to adjust your Blackboard Learn settings. To adjust your settings hover the cursor over the upper right-hand corner of the "My Courses" box and click on the gear that appears. Scroll towards the bottom and check the "Course Name" box for the "West Lafayette Title IX Mandatory Reporter Training 2019" under "Courses in which you are enrolled:" and clicking "Submit."
 - c. Follow the instructions within Blackboard to view the training module and complete the certification quiz.
 - d. A confirmation will be sent to your University email address.