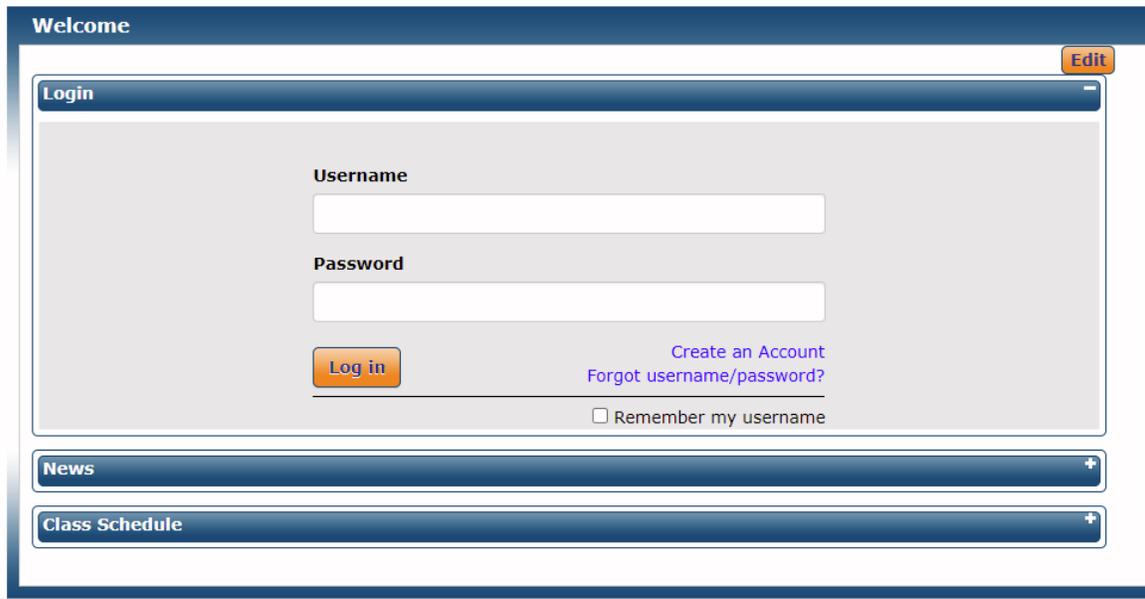


# Online Access

## Setting up a New Account

Log on to <https://dvsc.ilevel.org>



Welcome

Log in

Username

Password

Log in

Create an Account  
Forgot username/password?

Remember my username

News

Class Schedule

1. Under the Log in box, click on Create an Account



Reason for creating account

Create an account for online access to training and registration. Membership is not required to create an account.

What do you need to access?

Check all that apply.

Training center registration

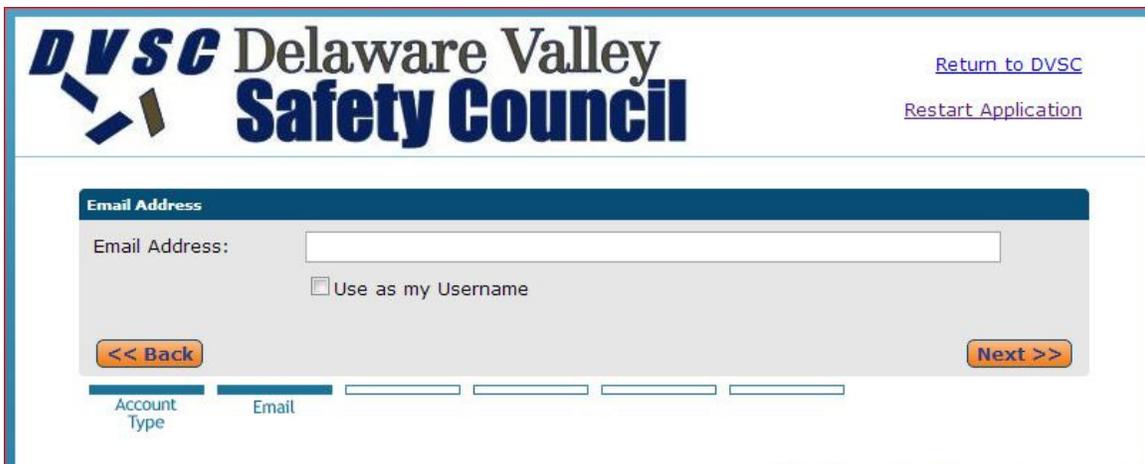
Site-specific training

Company records and reports

Next >>

Account Type

2. Select your reason for making an account.



**DVSC** Delaware Valley Safety Council

Return to DVSC

Restart Application

Email Address

Email Address:

Use as my Username

<< Back

Next >>

Account Type

Email

3. Type in your email address. If you would like to use your email as your username, check the box before clicking next. This option is recommended.

**Username/Password**

Username:  

Password:

Skip Question/Answer (Please answer for password retrieval)

Security Question:

Security Answer:

**<< Back** **Next >>**

Account Type | Email | **Username/Password** | | |

4. If you choose not to use your email, type in your desired username and password here. Then create a security question and answer, or select the skip box, to continue.

**Profile Information**

First Name: \*

Last Name: \*

Phone Number: \*

Extension:

Mailing Address:

City:

State:

Zip Code:

Fax Number:

\* = Required Fields

Job Title:

**<< Back** **Next >>**

Account Type | Email | Username/Password | **Profile** | |

5. Fill in your profile information; this will be used to contact you with any questions or issues with your training.

## Corporate Access (Business Account)

Your selection requires you to create a business account. All business accounts go through a manual approval process. If you need to take PowerSafe or site-specific orientations, it may take up to 4 business hours before you can access training or register for these classes. You will receive an email upon approval.

Company Name: \*

Account Number: \*  I don't know  
 My account number is:

Zip Code: \*

Supervisor Name: \*

Supervisor Email: \*

Your Office Location: \*

Office Name: \*

Office Address: \*

All Fields Required \*

Account Type

Email

Username/ Password

Profile

Business Information

6. Enter information for the company you're working for. Without this you will not be able to access the online training. You can also use your local union information, or list company as Student if you're self-employed.

## Terms and Conditions

### ONLINE SCHEDULING AGREEMENT Training Class Scheduling

#### 1. Purpose

The Safety Council and Client have entered into this Agreement in order to schedule Client's employees in safety and related classes offered by the Safety Council. Client is obligated to pay for all transactions made online unless a previous arrangement has been made with the Safety Council prior to the day of class. The parties have agreed to use the electronic exchange of information in substitution for conventional paper-based documents and intend that the transactions entered into will be fully enforceable and legally valid.

#### 2. System Operations

Each Party, at its own expense, shall provide and maintain the equipment, software, telephone lines, modems and testing necessary to effectively and reliably complete electronic registration. Scheduling requests will be transmitted electronically to the Safety Council through a telephone line and modem accessing the Safety Council scheduling database, or by accessing the Safety Council Internet website. Each Party shall be responsible for its own acts or omissions while transmitting, receiving, storing or handling scheduling requests.

#### 3. Security Procedures

Each Party shall maintain and utilize those security procedures that are reasonably sufficient to ensure that all transmissions of training requests are authorized; and, to protect its business records, passwords, codes and data from improper access. A breach of security by the Client will result in removal of the Client's rights and privileges under this agreement.

#### 4. Authorized Transactions

Client shall be responsible for maintaining adequate security over its system access codes and passwords. The Safety Council shall be entitled to rely on scheduling requests, which appear to originate from Client. The Parties agree that scheduling requests generated from Client constitute evidence of an authorized transaction on behalf of that Party.

I agree to the above Terms and Conditions

Account Type

Email

Username/ Password

Profile

Business Information

Legal

7. Read through the terms and conditions. Check the 'Agree' box at the bottom and click 'Next' to submit your information.

Terms and Conditions



**Your Account Request Has Been Submitted.**

**What This Means:** All accounts go through a manual approval process. This process could take up to **4 HOURS during regular business days (M-F 9 a.m. to 3 p.m.)** before you can access online training.

**What's Next:** Wait for an email confirming your online account approval. Once your account is approved and you have received your email, you may then log in and access online training.

Account  
Type

Email

Username/  
Password

Profile

Business  
Information

Legal

8. Upon completion, you will receive this message. You will also receive an email confirming the account was created. Please reply to the email with what site training you will need access to so we can enable that on your account. Once the account is approved, you will be sent instructions on how to access the training.

For any questions or assistance, please contact us at [info@dvsconline.org](mailto:info@dvsconline.org). If you already have an online account and need access to online training, please contact us so we can grant you access.

**\*\*Please note, all training taken remotely must be paid for by credit/debit card. You will be prompted before starting the training to enter in payment information. You will be able to retrieve a receipt upon completion of the training course(s).\*\***