



How to register for Becoming a QEW

Registration for Becoming a Qualified Expert Witness course is done online via the Alliance website. These instructions will guide you through each step and questions you might have during it.

Step one: Alliance website profile

Do you have an Alliance login profile? If you have taken a class from the Alliance in the recent past, there's a chance the answer is yes. If you are not sure, here are some steps to help you create one.

1. Go to <https://allianceforchildwelfare.org/user/register>
2. Enter information in all of the required fields of that webform.
3. Be sure to choose a username that does not contain any spaces.

A screenshot of a web form dropdown menu. The title is "Which best describes you? *". The menu is open, showing five options: "Community member", "Tribal Worker", "Tribal and Indigenous Community Members" (which is highlighted in yellow), "Support Staff", and "Private Agency".

Which best describes you? *
Community member
Tribal Worker
Tribal and Indigenous Community Members
Support Staff
Private Agency

5. And, for **What kinds of trainings are you looking for?**, select the Webinar option like is pictured below.

What kinds of trainings are you looking for?

- None -

- None -

I Choose Not to Answer

Online trainings


Classroom trainings under 3 hours

Classroom trainings over 3 hours

Webinars

Videos I can watch

Other



7. After successfully submitted, you will see a confirmation message saying an email message is coming to you.

A welcome message with further instructions has been sent to your e-mail address.

8. Next look for an email message from “acwewa” and titled “Account details for <your name> at Alliance for Child Welfare Excellence”.
9. In that email, click the long technical looking link or place that URL into your browser window’s address bar.
10. When the webpage loads, click the “Login” button.
11. You will be taken to the “Update Profile/Password” page.
12. Enter your desired password into the Password and Confirm Password boxes.

Password

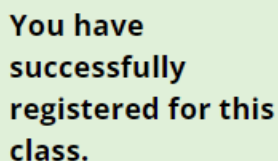
Confirm password

13. Scroll to the bottom of this page and click the Save button.
14. Be sure to store your Username and Password in a safe place in case you need to login again at a later time.

Step Two: Get into the class

This is when you do the actual registration step.

1. Go to this webpage: <https://allianceforchildwelfare.org/content/becoming-qualified-expert-witness-support-icwa>
2. Scroll down toward the bottom and stop when you see the available classes (with dates).
3. Click on “Caregivers Register Here” above the dates of the class that you wish to attend.
4. A details page opens showing you everything you need to know.
Note: Becoming a Qualified Expert Witness is a class that occurs over multiple days.
5. If it indeed looks like the class that you want, then click the “Register for this class” button.
NOTE: If you are not logged in, then first please enter your Username and Password and click the “Log in” button, then proceed to click the “Register for this class” button.



**You have
successfully
registered for this
class.**

7. You will receive an email confirmation message repeating the class information and affirming your enrollment.
8. Lastly, take some time to become familiar with the **Indian Child Welfare Act** by taking this online course: [Parenting a Native American Child: Partnering in the Interest of Culture for Caregivers \(eLearning\)](#)

Step Three: Attending the class

Before class time comes, you will receive information from the instructor to enable you to join the class online. It might also have resources to use during class or read beforehand.

If you do not receive this email message from the instructor, then please contact AllianceSupport@uw.edu at least one business prior to the start of the class. By doing so, you will allow enough time for the support team to get the class meeting information to you. Last minute requests are very difficult to respond to in time.