Safe Pass Renewal

Registering for your online SOLAS account



When the system goes live in January 2023, candidates will be able to register by going to <u>www.constructioncourses.ie</u>

You will see this screen. Click on "Click here to Register"



You will be brought into a page of information about the Safe Pass Renewal Process Click on "Click here to Register"

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	You can now renew your Safe Pass Card by completing a computer based test in an approved Pearson VUE Test Centre.
	The test is 45 minutes long. There are 50 multiple choice questions in total and you must answer 45 questions correctly to pass the test. You will receive a printout of your results on the day.
i	To get started you must register for a SOLAS online account. Your information will be verified against the SOLAS National Construction Schemes Database. Once you information has been verified you will be asked to create a password. <u>Click here to Register</u>
	Once you have created your account you can log in at any time. You will have access to various revision material, your test booking information and when you have completed your test you will be able to access your results on an ongoing basis.
1	To book your assessment, log into your account and follow the onscreen instructions. You will be re-directed to the Pearson VUE booking page where you will be ab to:
	select a test centre that is convenient for you
	 book your test at a time that suits you make an online payment for the test and registration card using either a credit card or a voucher from your employer.
1	On successful completion of your test. SOLAS will receive your results from Pearson VUE and your card will be issued directly to you. Your card will be sent to the address you provide at the assessment centre.
	You can choose to renew your card by attending the classroom based programme with a SOLAS approved Safe Pass Tutor. Search for a classroom based programm here
	Employers wishing to purchase vouchers for their employees can do so through the Pearson VUE voucher store. Click here to purchase vouchers. You will receive th voucher(s) via email directly from Pearson VUE. You can then email the voucher(s) to your employee(s) and they can use the voucher(s) to pay when booking their assessment.

You will see a screen where you need to enter your PPSN, Date of Birth and Surname. This will check the National Construction Schemes Database to make sure you are eligible. (You must have completed a minimum of one Safe Pass Tutor Led Programme to be eligible)

Enter details below	to check your eligibility
PPS	
Required	safepass
Date of Birth	
dd/mm/yyyy	
Surname/Family Name	
Required	
Check	
CHECK	

Enter your details and click Check. The Privacy Notice will pop up when you click on "Check". You need to scroll down to the read the notice. The Accept button will change to green when you reach the bottom of the notice.

Privacy Notice	
CHANGES TO THIS NOTICE We may amend this Notice from time to time, in whole or part, at our sole discretion. Any changes to this Notice will be posted on the	•
SOLAS website - www.solas ie if at any time we decide to use your Personal Data in a manner significantly different from that stated in this Notice, or otherwise disclosed to you at the time it was collected, we will notify you and you will have a choice as to whether or not we use your information in the new manner.	
Accept Go Bac	• k

You can continue if you accept the privacy notice.

If you are eligible you will be asked to enter your email address. This email must be a valid active email account as this will become your username when logging into your SOLAS online account in the future.

Your SafePass card details have been located
Please complete the details below to setup your account. Once you have verified the details by e-mail you can login to schedule your renewal test at an approved Pearson VUE exam centre
Date of Birth
06 May 1966
PPS
7354890B
Surname/Family Name
NOLAN
First Name
ELLEN
Email Address
Please note your email address will be your username You must supply a valid active email account to complete verification Register

Enter your email address and click "Register"

A message will pop up on the screen telling you that a verification email has been sent. This email is valid for 60 minutes.

A verification email has been sent to nolan@gmail.com. Please use the verify link within the email to complete registration. You will then be able to schedule your renewal test at an approved Pearson VUE exam centre

You will receive an activation email. When you click on the link it will ask you to create a password.



Please do not reply Solas IT

If you don't create your password within 60 minutes you need to request a new email by clicking on the second link in the email.

Change Password	
	-
Confirm Password	7
Change Password	

Passwords must be between 8-15 characters, with a minimum of one uppercase, lowercase, number and special character.

When you have created your password click on "Change Password". This is the password that you will use to log into your SOLAS Online Account.

You will get a message asking you to Sign In

Your password has been changed. Please <u>Sign in</u> to the system using your new password.

To log into your account enter your email address and password and click on the "I'm not a robot" checkbox.

Login/Already Reg	gistered	
Username		
Email Address		
Password		
Thin reCAPTCHA is for testing purposes only. Please n you are seeing this.	recaptor to the site admin if recaptor Aprilation Privacy - Terms	
Login Reset Passwor	d	

This is what you will see when you log in.

Profile Help		
Surname/Family Name	Email Address nolan@gmail.com Please note your email address is your username. You must maintain a valid active email account to access this dashboard and manage your consistence to the	
NOLAN		
First Name		
Date of Birth		
PPS	 If you wish to update your personal details, please email the Data Protection Office dno@colasie 	
Book a Test		

From here you will be able to book your Safe Pass Renewal Test